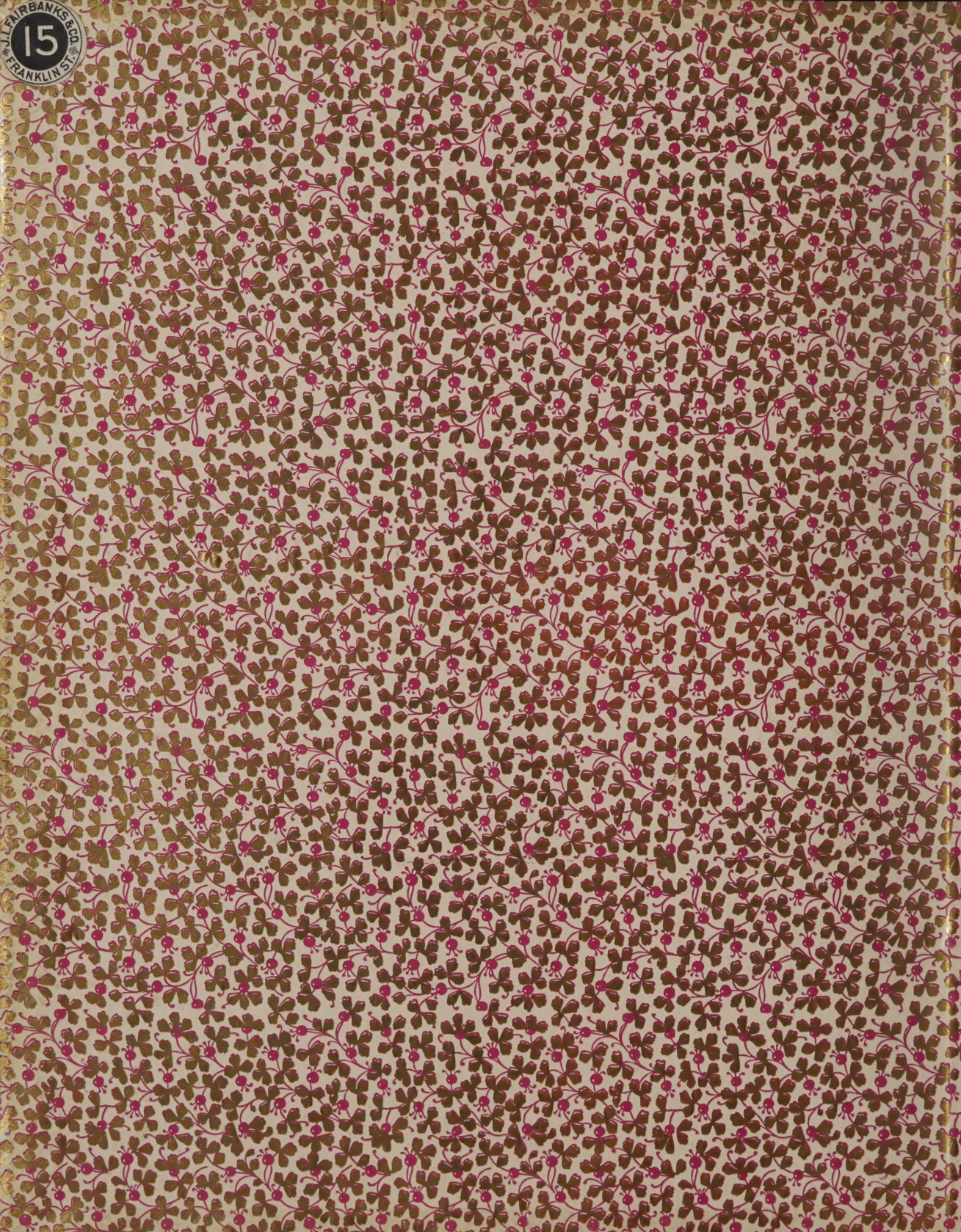
Free Public Library Commission

1910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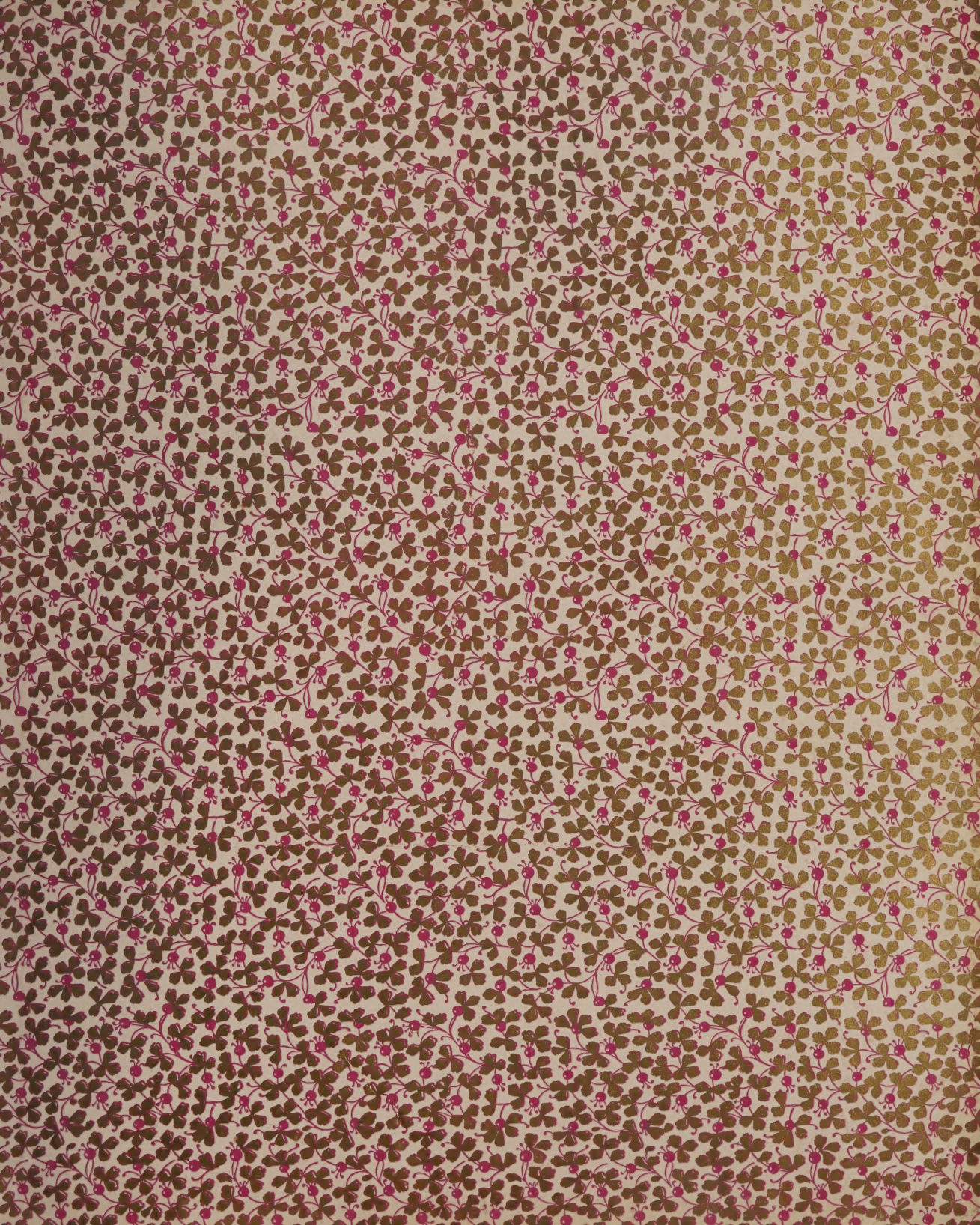

1910.

The Commission met at the State House Jan 10th

Present

Mr Belden — Mr Wellman
Mr Corey — Miss Sohier

The Chairman read a letter from a trustee of Montague concerning the Millers Falls library where the village is partly in that town & partly in Erving asking advice as to the possibility & propriety of seeking financial assistance from the town of Erving -

Under existing laws towns are authorized to appropriate money for the maintenance of a "public library therein" but excepting by special act there appears to be no legal authority for appropriations to a library outside the town limits even when such libraries are in villages on the borders of two towns & serve equally the inhabitants of both. Several instances in which such payments are being made were cited & after discussion it was

Voted to ask for legislation authorizing public libraries to loan books to persons not citizens of the town and authorizing towns whose citizens are allowed to use a library outside of the town to appropriate money thereto.

The future plans of the commission were discussed & the legislation which was required to carry out the recommendations of the Governor's Message & provide for the work of the Commission.

Voted To ask for an agent or other officer to be appointed with the approval of the Governor at such salary as the Governor & Council may approve and that the appropriation for clerical and other expenses be increased to $3000.

Voted To authorize the chairman to establish a lending library for librarians & to expend $50 for the purchase of books therefor

Voted To issue a circular of

information to trustees & librarians

Voted To authonize the chairman & Miss Sohier to arrange some system of cards for easy reference such as are used by other Societies at their meetings & also for the arrangement of papers—

In accordance with arrangements made by the visitor Mrs Barlow, it was voted to send Miss Brown or Miss Wood to West Stockbridge to instruct the librarian & assist in compleling the catalogue of the library— The arrangements were referred to the chairman

Adjourned

E P. Sohier

Secretary

February 11th 1910

The Commission met at the State House

Present

Mr Belden — Mr Wellman
Mr Corey — Miss Sohier

The arrangements for the hearing before the Committee on Libraries were discussed & Mr Wellman was requested to present the facts which had led to the request for an agent to visit the smaller libraries & to explain conditions in Western Mass & the assistance which the State might wisely give —

The chairman reported that books had been sent to

Heath $24.11 (dict) Richmond 17.03
Wellfleet 40.10

The needs of several of the smaller towns were considered

It was voted to send a gift of books from the State to Bellingham notwithstanding the fact that its valuation exceeded $600.000 in consideration of

the number of branches it was establishing & the need of additional books for young people - in order to promote their success -

The chairman reported that Miss Browne had been sent to West Stockbridge to instruct & aid the librarian & would probable be able to visit one or more towns in the neighborhood -

The chairman stated that Miss Browne had been asked to speak at the meeting of the Western Mass Th Club early in March and could perhaps visit some of the libraries in that neighborhood the same week -

Several letters had been received from Miss Soule about Wellfleet which she had aided to select and arrange books

Adjourned

E. P. Sohier

Secretary

March 22nd 1910

The Commission met at the State House —

Present

Mr Belden — Mr Wellman

Mr Corey — Miss Sohier

The chairman reported that Harwich had accepted the gift of the Broadbrooks library & had accepted the provisions of the act of 1890 & had established a free public library under the control of the town

Voted To send to Harwich the $100 in books authorized by the Act of 1890 -

Voted To ask Miss Soule to visit Harwich & assist the trustees to select a ~~list~~ of books which the library most needed - and aid in other ways.

The chairman reported that he had sent Oak Bluffs - $2.50 two books costing $2.50 to assist the librarian in cataloguing — Oak Bluffs has a library to which the town

appropriates money although it is not represented in the management — & it seemed wise to assist the efforts of the librarian in this way —

The action of the chairman was approved & it was the opinion of the commission that it is desirable to encourage such libraries and to aid them in such ways as the law permits —

The chairman reported books had been sent to

Bellingham.	$15.85	Oakham	$27
Granby	$24.18	Tyngsboro	$15.89
Granville	$20.06	Warwick	$13.40
Greenwich	$25.54	Wales —	$21.38

also to

Southampton $50 in books (Act [illegible])

Voted To purchase copies of the lists of Agricultural books which are being prepared by the Western Mass. Club — The matter was referred to Mr Willman with full powers —

Voted That Mr Belden should be the representative of the Commission

on the League of Library Commissions

The chairman reported concerning a most interesting visit from Dr Bart of Westport who is taking entire charge of a library with several branches— He has succeeded in interesting the children, but fails to secure as many readers among the older people as he wishes. He asked whether it would be possible to secure two or three speakers who would give their services & who would interest the Westport people—

It was decided to request the assistance of Miss Loring and her visitors & also to write to Miss Chandler—

A letter had been received from Long meadow— making enquiries as to the possibility of transferring the books in the town library to the Richard Storrs Library— The proposed change appeared to be for the benefit of the people of Long meadow. After some dis-

cussion the matter was referred to the chairman —

The future plans of the commission were discussed — & the selection of an agent when authorized by law to employ one —

The chairman was requested to explain to Miss Browne that the plans of the Commission were still uncertain but that her services would not be permanently required. He was authorized to make such temporary arrangements as he found expedient after interviewing Miss Browne —

Adjourned
E P. Sohier
Secretary

April 25 1910

The Commission met at the State House

Present

Mr Belden — Mr Corey

Mr Wellman — Miss Sohier

The chairman reported that Miss Nina Browne left on aprie 17th at the expiration of the six months for which she had been engaged —

After some discussion of the probable duties of the agent & of the qualifications of Miss Zaidee Brown now employed as an organizer by the New York Commission it was

Voted That the chairman be requested to ask Miss Zaidee Brown to visit Springfield and Boston at the expense of the Commission in order to be interviewed by the members of the Commission, and if a favorable impression is made, to authorize the Chairman to offer Miss Brown subject to the approval of the Governor the position of Agent to the

Free Public Library Commission –

The chairman reported that at the request of the trustees he had sent Miss Jones to Sudbury to advise the trustees and that she had made a very satisfactory report of her visit Mr Rowe one of the trustees had explained the condition of the library to Mr Belden – The trustees have $600 to spend and wish to use it wisely –

In 1898 the Commission paid the tuition of the librarian at the Simmons Summer School all other expenses being paid by Sudbury – The trustees feel that she will need direction and assistance in cataloguing the library –

The chairman reported that he had received a visit from Miss Margaret B. Barnard a minister & chairman of the trustees of the library of Rowe – who had asked advice & assistance He had arranged to send Miss Jones

to Rowe and intended that she should visit Monroe Bridge and as many other libraries as possible in that neighborhood —

Miss Sohier reported that with Miss Chandler she had visited the libraries of Oakham New Braintree and Paxton and that Miss Chandler had written reports on each — All three libraries receive travelling libraries which they find very useful — At each library the advice was given to allow more than one book at a time and the suggestion was very favorably received — Each town was also advised to accept the offer of pictures for exhibition & it is believed that they will do so.

Miss Sohier asked permission to send books for young people to

Hardwick

where the library had been burned some time ago, if the town was willing with such assistance to send books to the schools — In the meantime the Womans Education Association through Miss Chandler had arranged to send a travelling

library to the school in the village of Wheelwright and an agent of the Wheelwright Mills offered to assist in making it useful —

Voted That Miss Sohier be authorized to send some books for young people to Hardwick if the library will agree to assist the outlying villages or their schools —

Mr Wellman reported that the list of Books on Agriculture was being prepared by the Committee of the Western Mass Th Club & that he intended to have several thousand copies printed for distribution if the Commission approved so that additional copies could be sent to towns which desired them

The commission fully approved of this proposal & the matter was left to Mr Wellman with full powers.

A letter from Amherst College addressed to Miss Nina Browne asking the advice of the Commission concerning sessions of librarians to be held at Amherst this

Summer was referred to Mr. Wellman

It was voted to send a competent person to Turners Falls for two weeks to instruct the librarian whenever satisfactory arrangements could be made -

The chairman reported that books had been sent to

Burlington	$22.66	Bolton	$11.28
Dunstable	27 15	Berkley	24.27

The town of Longmeadow had voted to transfer its books & appropriation to the Richard Storrs Library Action was deferred Adjourned

E. P. Sohier
Secretary

May 24th 1910

The Commission met at the State House

Present

Mr Belden — Miss Bancroft
Mr Wellman — Miss Sohier.

Miss Anna M. Bancroft having been appointed a member of the Commission in the place of Mrs Mrs Mabel Simpkins Agassiz who had resigned was present for the first time

Since the last meeting the sudden death of Mr Corey had left a vacancy in the board. At the April meeting he had seemed in full vigor & in unusual spirits owing to his delight in the triumphant success the night before of the efforts to raise the sum of money required for the enlargement of the Young Mens Christian Association Building in Malden. This work had engaged his entire time & energies for some weeks and he announced that he was now ready to attend

to the work of the Commission. His first thought during his brief illness was to send a message by telephone to the State House to express his regret that he was unable to attend to the correction of the proofs of the Annual Report which he had undertaken. It was Resolved That the Commission desires to place on record its recognition of the great loss which it has sustained in the death of Deloraine P. Corey -

Appointed by the Governor a member of this Commission in 1903 - after the death of Hon Henry S. Nourse - he at once assumed the arduous duties which no other member of the board could have undertaken. The board was at that time without any regular paid assistant and Dr Corey cheerfully assumed the wearisome correspondence and the preparation of statistics required for the annual reports with only such assistance

as was permitted by a limited appropriation for clerical work. As a member of the Sub. Committee on the Supervision of the publication of vital statistics, he brought to the assistance of the State his special knowledge and deep interest in such records. After the death of Mr Dillinghast, at the earnest request of the Governor and of the surviving members of the Commission, he served as Chairman of the Board for some months, and patiently undertook the complicated work and personal supervision of details which at that critical time devolved upon the chairman. No task was too trivial and no duty too arduous to receive his earnest and prompt attention

His business training and exactitude made him a wise counsellor and a successful administrator of the many important matters which

were committed to his charge, and he endeared himself to all with whom he was associated by his unfailing tact and gracious courtesy

Voted That a copy of these resolutions be sent to Mrs Corey—

The chairman reported that he had received a letter from Miss Zaidee Brown dated May 7th stating that she would be unable to visit Boston before June—

It was voted that pending the employment of an agent the chairman be authorized to employ temporary assistance

A letter from Clarksburg was read stating that the town had failed to elect trustees at the annual meeting as no one seemed willing to serve— It was voted to ask Miss Chandler who had formerly aided the town to visit Clarksburg and endeavor to reëstablish the library with the assistance of Miss Jackson

of North Adams who had also aided in establishing the library there

The Summer School at Simmons was discussed - It was voted on recommendation of Miss Chandler to offer to pay both tuition and expenses at Scmmons for

Miss Alice R. Bemis of Charlemont
" Lucy M. Beach " Tyringham

Voted That the selection of other librarians be left to the chairman & secretary -

Mr. Wellman was authorized to offer the opportunity to libricrians in Western Mass^{tts} paying the tuition of those in richer towns and a portion of the expenses in cases where it seemed advisable.

Auburn had asked aid in classifying

Books had been sent to

Charlemont	$18.69	Sandisfield	$20.83
Rowe	37.04	Harwich	83.00

Mr Ayer president of the Mass^{ts} Library Club having asked for an opportunity to meet the Commission arrangements were left to the Chairman

Adjourned
E P. Sohier Sec'y

June 14 1910

The Commission met at the State House

Present

Mr Belden	Miss Bancroft
Mr Wellman	Miss Sohier

Since the last meeting Miss Zaidee Brown had visited Boston and Springfield and had been interviewed by the chairman, Mr Wellman and Miss Sohier a majority of the Commission. All three were very favorably impressed by her and believed her well qualified for the work in Massachusetts

The chairman reported that Miss Brown seemed willing to accept the position of agent if the salary and vacation could be satisfactorily arranged. The work in the field was so exhausting that she felt she absolutely required two months rest during the year. Miss Sohier stated that after a long conversation with her she was convinced that no woman could for many years endure without breakdown the strain of the rapid changes from

town to town and the great variety of work which Miss Brown was now undertaking in New York - if she continued it constantly eleven months of the Year - Mr Belden had learned that the agents of the Board of Education have practically as long a vacation as Miss Brown feels she requires - After some discussion it was

Voted To authorize the Chairman to offer Subject to the approval of the governor & Council to a salary of $1600 with two months vacation -

Mr Wellman reported the librarian at Turners Falls had made arrangements for a course of instruction in Connecticut and that the librarians at East Longmeadow Ludlow and Whately had been offered the opportunity to attend the course at Simmons College, but were unable to accept

A letter had been received by Miss Chandler from the librarian at Tyringham regretting greatly that she could not accept.

Miss Bemis of Charlemont accepts

A letter from Miss Chandler was read suggesting the librarian at Auburn –
Voted to offer through Miss Chandler to pay the tuition and expenses of Miss Shute of Auburn –
Miss Chandler and other visitors report that in many towns the summer is the busy season and the librarians cannot be spared – If a course could be arranged in winter some of these librarians would be able to attend –
Voted On the recommendation of Miss Chandler to send a case and cards to Royalston where a new library is expected. Also to offer advice as to the cataloguing
Voted To send an instructor to

Oakham	Carlisle
Russell	Royalston

A report from Miss Loring stated that she and Miss Chandler had visited together the different villages in Clarksburg. and had found persons

in four of them willing to take charge of books. They had also arranged with Miss Jackson, the advisory visitor that she and other ladies connected with the North Adams library would take charge of books sent to them for Clarksburg and would attend to the distribution to the four branches.

Voted To authorize the chairman to send to Clarksburg the $100 in books to which that town is entitled under the Act of 1900 - whenever satisfactory arrangements are made for the branches proposed.

The chairman reported books sent to Hancock $20.95 -

Adjourned

E P Sohier
Secretary

September 28, 1910.

Present

Mr. Belden Miss Bancroft
Mr. Howes Miss Sohier

Mr. Frank H. Howes, who had been appointed by the Governor to fill the vacancy caused by the death of Mr. Corey, was present for the first time. Mr. Wellman was unable to be present owing to illness.

The Chairman reported that the Governor had approved the appointment of Miss Zaidee Brown, and the Governor and Council had fixed her salary at $1600. She had accepted and would enter upon her duties October 1st.

Voted: That all arrangements for the employment of Miss Brown for the present be referred to the Chairman with full powers.

Miss Bancroft reported that she had visited a number of libraries in her neighborhood, and that she found

they would welcome advice.

The Chairman stated that Miss Brown had been invited to address the Library Club of South Worcester at Whitinsville on October 11th, and Miss Bancroft undertook to make all necessary arrangements and to endeavor to combine visits to some of the libraries in the vicinity. Miss Brown had also been asked to speak at a Rural Conference in Rowe. The Chairman reported during the summer, had visited over fifty libraries, seventeen of these with Miss Chandler and about (20) 20 others with Mr. Wade.

Miss Bancroft reported on visits to during the summer to

Bellingham	Plainville
Medway	Franklin
Mendon	Grafton
Millis	Upton

Wrentham.

Miss Bancroft represented the needs of the town of Bellingham, to which the Commission had sent books in recognition of the exceptionally good work in establishing branches and helping the schools.

Voted: That an additional gift of books be sent to Bellingham, and the details were left to Miss Bancroft and the Chairman.

Other towns with a valuation slightly above $600,000 were considered which were known to be unable to adequately supply the needs of outlying districts and the schools, but had not been aided because the valuation exceeded the limit authorized by the act of 1900.

Voted: That the Chairman be authorized with his discretion to send books to towns with a valuation between $600,000 and $700,000.

The Chairman had been invited to address a meeting of the Cape Cod Library Club at Sagamore, and had given an address there on the work of the Commission. He

had accepted an invitation to speak to the Bay Path Library Club in October.

The Chairman reported that:

Miss Bemis of Charlemont and,
Miss Shute of Auburn have
attended the summer school;

Books had been sent to
Ewing, Webster's Dictionary &
Crane's Atlas,
Monroe. $28.94
Sunderland 25.43 and
cards to Blanford and Russell.

The annual circulars had been prepared and would be sent out from by to the libraries by Mr. Sears.

Adjourned,

E P Sohier Secretary

November 1st, 1910.

The Commission met at the State House.

Present

Mr. Belden, Miss Bancroft
Mr. Wellman, Miss Sohier.
Mr. Howes.

The Chairman reported that since the last meeting books had been sent to

Bellingham	$25.29	Middlefield	$24.76
Chester	25.19	Sandisfield	20.75
Enfield	4.	Southwick	3.25
Granby	24.98	Tolland	22.13.
Hancock	1.13		

Miss Brown, between October 1st and 26th, had visited 21 libraries and branch libraries in 16 different towns. Eleven of these towns have a valuation of over $700,000. and five towns are under that valuation. In addition, Miss Brown had planned to visit a number other libraries in Western Massachusetts before her return.

The Chairman stated that he had asked the architect of the Hudson library for plans of that library and of those which he had built, and that

pairs of a number of these libraries had been sent to the Commission.

Miss Bancroft reported that she had written 25 letters to librarians and trustees concerning the meetings at Franklin and Whitinsville, and that all had been answered with expressions of interest. Nine libraries had been represented at the meetings.

Mr. Wellman read a letter of the Western Massachusetts Club to accompany the lists of Agricultural books.

Voted: To buy three sets of the books on the lists, and that at least two sets should be distributed through Mr. Wellman.

Mr. Wellman read a letter from the League of Library Commissions, suggesting that the meeting of the Eastern Section of the League should be held this winter in Boston.

Voted: To authorize Mr. Wellman to invite the Eastern Section of the League of Library Commissions to meet in Boston in connection with the meeting of the Massachusetts Library Club in January.

The Secretary was instructed to write to Connecticut and suggest that the meeting of the New England

Commissions might be combined with the meeting of the Eastern Section of Library Commissions.

Miss Sohier reported that she had visited several libraries in Middlesex and Northern Worcester with Miss Chandler, and had met Miss Chandler and another trustee of the Lancaster Library to others which she was unable to reach herself. Few of the librarians attend the meetings of the Epistina clubs, and Miss Chandler will endeavor to form a new club in that neighborhood.

Mr. Wellman called attention to the ignorance of Normal School graduates as to the use of a library. After discussion of the need of closer cooperation between the libraries and schools it was

Voted: That the Commission, through the Chairman ask for a conference with the Board of Education at such time as may be convenient to the Chairman of that Board.

Adjourned,

E P. Sohier

Secretary

November 28, 1910.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft

Mr. Howes — Miss Bohier.

The Chairman reported that in accordance with the vote of the last meeting he had arranged for a conference with the Officers of the Board of Education on Thursday, December 8th, at 2:30 P. M.

The meeting of the Eastern Section of the League of Library Commissions was discussed, and a letter from Mr. Wellman was read. The Chairman was requested to write to Mr. Wellman, leaving in his hands arrangements, and further details were left until the next meeting.

A letter to Miss Bohier from Mr. Hines of Connecticut was read, in which he expressed a personal preference for a separate meeting of the New England Commissions at Concord, N. H., but said he would consult other states.

The Chairman reported that a number of requests for the lists of agricultural books had been received, chiefly from cities. 2000 had been asked for from

Lowell. As Lowell has very little territory and few farmers, it was decided to send a smaller number for the present, and request full information as to the use and future success of the lists. The matter was referred to Mr. Howes.

The Chairman read a letter from Mr. Sanderson, Superintendent of Schools, in which he stated that Washington had voted to establish a library and had appropiated $50, but the letter from the the town clerk did not show that the Act had been accepted. The Chairman had written for further information before books could be sent.

Miss Bancroft reported as to Webster and Whitinsville and the possibilities of library buildings in these places.

Miss Sohier reported that Mrs. Ellen Shaw Barlow, the visitor to several towns near Lenox, had been successful in forming a small local club, chiefly through Miss White, the Librarian at Lenox, and a letter was read from Miss White as to the formation of the "Southern Berkshire Club", which proposes to meet monthly in the winter at different libraries.

Plans of library buildings had been received at the

request of Miss Bancroft from Mr. C. Howard Walker.

The Chairman reported that books had been sent to

Alford	$ 22.82	Paxton	$ 19.49
Chester	14.77	Prescott	30.95
Enfield	17.20	Truro	20.99
Goshen	28.28	Whately	25.01
Monterey	14.11	Hanesboro	22.77

Adjourned.

E P. Sohier

Secretary

December 8th, 1910.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier.
Mr. Howes

The Chairman reported that he had received a letter from the town clerk of Washington from which it appeared that trustees had been legally elected and an appropriation of $50 made to be used if necessary, but that the town had omitted to accept the Act requiring it to make an annual appropriation for the support of the library. A report from the visitor Mrs. W. Murray Crane, stated that Mr. Crane had offered the town an additional $50 to help in establishing a library, and that shelves were being provided for use in three schoolhouses. As the Commission cannot legally purchase books for the town under the Act of 1890 until the Act has been properly accepted, it was

Voted: To send $100 worth of books to Washington as a traveling library, and to notify the town that the books will become their property as soon as the Act

has been accepted.

The town will be entitled to a second $100 worth of books under the Act of 1900, if it provides for its outlying districts. In the meantime it was decided to ask the Woman's Education Association to continue or extend its aid. It already sends a traveling library to one section of the town, and can in future cooperate with Mr. Sanderson in his efforts to establish branches of the library in the several villages.

The desirability of sending the A. L. A. lists to the richer libraries was discussed. It had seemed wise at first to bring the lists to the attention of all the libraries of the state, but the expense involved seemed no longer justified.

Voted: To authorize the Chairman to revise the list of libraries to which the A. L. A. lists are sent, and to reduce the number at his discretion.

The annual report was considered and especially the recommendations for legislation. It was

Voted: To recommend legislation authorizing inter-library loans and empowering Trustees to lend books to citizens of other towns on proper conditions,

and also to authorize towns to appropiate money to libraries which offered free use of books to their citizens.

Mr. Wellman was requested to prepare this portion of the report, and the Chairman was authorized to present it on behalf of the Commission.

Voted: To reply to an inquiry on behalf of the Governor-Elect that the Commission intended only to ask for legislation of minor importance during the year 1911.

Books had been sent to

Hampden $ 24.19

Bellingham 3.10 also Tray and Cards.

Adjourned.

E. P. Sohier

Secretary

January 16th, 1911.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft

Mr. Wellman Miss Sohier.

The arrangements for the meeting of the Eastern Section of the League of Library Commissions to be held on January 27th were considered.

Miss Zaidee Brown was present during part of the meeting and reported on her work. At her suggestion it was

Voted: To purchase 100 copies of the "Suggestive list of children's books for a small library" by Helen T. Kennedy.

The question of reprinting Miss Brown's "Directions for the librarian of a small library" was considered. The Chairman suggested that it might perhaps be included in the annual report. The matter was referred to the Chairman with full powers.

Books had been sent since the last meeting to

West Stockbridge $25.45

Rowe 10.50 also catalogue case.

Adjourned -

E. P. Schurr

Secretary

March 14, 1911.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes

Mr. Wellman Miss Sohier.

The recent meetings of Library Commissions and the desirability of such meetings in future were discussed.

The sessions of the Eastern Section of the League of Library Commissions had been attended by all the members of the Commission and the meeting had proved interesting and useful.

The Commission nevertheless felt it would be undesirable in future to hold winter meetings unless in combination with the New England Association, as two meetings covering so nearly the same field seemed undesirable.

Miss Sohier reported that she had attended the meetings of New England Commission workers at Concord, N. H. with Miss Loring and Miss Morrison as representatives of the advisory visitors. The sessions had been well attended and interesting and it was evident that the smaller states wished to continue the New England.

meetings partly for the effect upon their own legislatures and people in the states where the meetings were held. In New Hampshire a bill was pending to increase the usefulness of the Commission, which it was believed the meeting this year would assist. It had been decided to hold the next meeting in Rhode Island and to invite representatives of some of the neighboring states outside of New England which it was hoped would render a meeting of the Eastern Section of the League of Library Commissioners unnecessary.

The Chairman read a report from Miss Brown of her work since the last meeting.

The question of an assistant to the Commission for office work was discussed. The Chairman stated that Miss Walley who had been assisting Miss Brown had received an offer of a permanent position elsewhere and that if the Commission desired to engage her, it would be necessary to decide promptly. It was still uncertain whether the Commission would be able to engage an assistant at $900 a year which was the

salary offered Miss Walley elsewhere. It was suggested that perhaps Miss Walley could be engaged for a month on trial pending the decision as to the appropriation for Commission work.

Voted: That the employment of Miss Walley for one month as an assistant for work in the office at $75 be referred to the chairman with full powers.

It was voted to authorize Mr. Wellman to offer an opportunity to attend the Summer School at Simmons College to the librarian at East Longmeadow. Also at his discretion to offer to pay the tuition of the librarian at Athol.

The chairman reported that books had been sent to

Gill	$ 2.50	and 2 000 book cards.
Greenwich	1.35	
Chesterfield	2.50	
Gosnold	19.50	

Books costing $ 102 had been sent to Washington as a traveling library to become the property of the town so soon as the Act of 1890 was accept.

ed. Also over 100 gift books had been sent through the Commission, and the Woman's Education Association had given a number of books and will send a traveling library if needed.

Adjourned.

E. P. Sohier
Secretary

April 25th, 1911.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that he had received official notice from the town of Washington that the Act providing for future appropriations to the library had been accepted.

Voted: That the $100 in books which had been sent to Washington as a travelling library should become the property of the town in accordance with the vote of the Commission at a previous meeting.

The printing of additional copies of Miss Brown's "Directions for the librarian of a small library" was discussed and the matter referred to the Chairman with full powers.

The question of aiding Hopkinton to improve its library was considered, and it was decided to send Miss Brown or Miss Walley to give aid and advice. It was further

Voted: That in the opinion of the Commission it was advisable to visit libraries which are free, even if they are not owned and controlled by the town.

It was reported that the librarians of Athol and Longmeadow would not be able to attend the summer school this year.

Books had been sent to the libraries at

Dana	Peru
Dunstable	Plainfield
Florida	Rowley
Hancock	Tyngsborough
Monroe	Wales
Montgomery	Wendell
Oakham	Windsor

Total, 14

Miss Brown was present during part of the meeting and gave an account of her work.

Mr. Sherman, one of Governor Foss's experts, visited the Commission during its session. After discussion with the members and with Miss Brown, he stated that it would give him pleasure to recommend to the Governor the appropriation

asked for at the beginning of the year.

Adjourned.

E. P. Sohier
Secretary.

May 31st, 1911.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that he had ordered 3,000 copies of Miss Brown's "Directions for the librarian of a small library." The State Printer had authority to sell copies of reprints from State Documents, but could not alter the substance.

Voted: That copies of the pamphlet should be sent to New York without charge.

Voted: That the exchange of publications issued by the Commission be referred to the Chairman with full powers.

The Chairman reported that the Civil Service Commission had authorized the employment of Miss Walley for three months.

A letter had been received from Montague City, where a library had been opened. In accordance with the new law, books are

placed on deposit from both Greenfield and Turners Falls, and the library is free to all inhabitants of Greenfield and Montague. Books have been sent as gifts from the supply given to the Commission for distribution to small libraries. Much gratitude was expressed, especially for a set of Dickens and books by Coffin.

South Dennis hopes to establish a local library. The Chairman was authorized to promise gift books in his discretion.

The Chairman reported that copies of the report had been mailed to the chairmen of trustees of town libraries with a letter calling attention to its contents and usefulness, and that a postal had been mailed to the librarian, stating that the report had been so sent. The report had been mailed to the librarians of the city libraries.

Voted: That payment should be made for three candidates at the summer school of Simmons College:-

Miss Mary E. Harrington, North Amherst.
Tuition.

Miss M. L. Prouty, Rutland.
Tuition and expenses.

Miss Lottie F. Judd, South Hadley Falls.
Tuition.

It was also

Voted: That the question of paying the expenses of the librarian at Russell be referred to Mr. Wellman with full powers.

Miss Loring tendered her resignation as chairman of the Board of Advisory Visitors, owing to her appointment on the Building Commission of the proposed library at Beverly. Her new duties would occupy her for a year.

Voted: That Miss Loring be requested to withdraw her resignation and that she be offered all possible help with her work. Many visitors who now report to Miss Loring can in the future report directly to the Commission.

The Chairman reported that since the last meeting books had been sent to

Chesterfield
Chilmark
Hawley
Holland
Leverett
Warwick

Total, 6

Adjourned.

E P. Sohier
Secretary.

June 28th, 1911.

The Commission met at the State House.

Present.

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Sohier

The Chairman reported that Miss Hassell of Conway was a candidate for Simmons College, and that the Trustees were ready to pay her other expenses if the Commission would provide for her tuition.

Voted: To pay the tuition of Miss Hassell of Conway at the Summer School of Simmons College.

Mr. Wellman reported that as yet there had been no decision as to the librarian at Russell. (See end of report for paragraph omitted in copying.)

The Chairman had received a call from Mr. Walker, a selectman of Maynard, in response to a letter concerning the suggestion of a library from Carnegie. Mr. Walker is ready to do all in his power to secure the gift, and believes that the town would accept it, but the trustees are not in favor of the plan. The Chairman suggested the

advisability of increasing the number of trustees and thus securing new persons who would be able to aid the library in many ways.

The Chairman announced his intention of attending the dedication of the new West Harwich library, shortly to be opened.

The Dean Library at Medway Village had been burned, and a large proportion of its books destroyed. This is not a town library, but is free to all inhabitants.

Voted: That the question of aiding the Dean Library be referred to the Chairman with full powers.

It was reported that Miss Morison is holding a meeting at Brimfield for instruction in mending books. The librarians in the neighborhood had been invited.

The trustees of the Phillipston library had requested advice as to the printing of a new catalogue. Both Mr. Belden and Miss Sohier had found a strong demand for printed catalogues to enable people who live at a distance from the library

to send for books on its shelves. For this purpose a card catalogue seemed absolutely useless, although a great help to the librarian. Towns are often willing to make a special appropriation for a catalogue, if it is one which every citizen can possess and use at home. Each year's additions are then printed in the town report. This demand is so general in small towns that the Commission decided to seek all possible information as to the practical benefit of the printed catalogue and of substitutes for a complete catalogue of all the books in a library.

Adjourned.

E P. Sohier
Secretary.

The Chairman had visited by request Miss Edwards, whose family propose to give to Southbridge a library building to cost about $75,000.

September 19th, 1911.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The Chairman reported that since the last meeting, on June 28th, books had been sent to the following towns:-

Bellingham
Berkley
Boxborough
Lakeville
Pelham
Plympton
Richmond
Sandisfield
Shirley
Tyringham
West Boxford

Total, 11

Four librarians had attended the Summer School at Simmons College.

Amherst,	Miss Mary E. Harrington.	Tuition,	$20.00
Conway,	Miss Cora M. Hassell.	Tuition,	20.00
Rutland,	Mrs. M. L. Prouty.	Tuition & expenses,	68.50
South Hadley Falls,	Miss Lottie I. Judd.	Tuition,	20.00
		Total,	$128.50

The circular to be issued to libraries was

considered, and the final arrangement was left to the Chairman with full powers.

The Chairman reported on the libraries of the seven island towns on Martha's Vineyard, all of which he had visited during the summer. Oak Bluffs and perhaps one of the other towns would probably be glad to reorganize their libraries. These towns are so separated from the rest of the world that they seem to need special assistance. The Chairman was given full power to aid these island towns both with books and in such ways as he might decide.

It was

Voted: To send a case and cards to Freetown to assist in cataloguing its library.

It was also

Voted: To assist the library in Westhampton, although it is not a town library, as it appears to provide for the needs of the inhabitants of Westhampton.

The Chairman and Mr. Wellman

were requested to represent the Commission at a conference with the Civil Service Commissioners.

Adjourned.

E P. Sohier
Secretary.

October 26th, 1911.

The Commission met at the State House.

Present.

Mr. Belden Miss Sohier

Mr. Wellman

The Chairman reported that a book mending conference has been arranged to be conducted by Miss Morison of the Springfield library.

Books have been supplied since the meeting of September 19th to the following towns:-

Blandford

Somerset

Supplies have been sent to the following towns:-

Assonet (Freetown)

Charlemont

Dunstable

Goshen

Plainfield

Royalston

Total, 6

A letter from the Dickinson library at

Deerfield was read, requesting aid from the Commission. After full discussion it was

Voted: To send an organizer for two weeks with the necessary outfit, if the library will retain the organizer to complete the work.

Montague was referred to the Chairman with full powers. Several libraries there and the relations between the different libraries seem to present many problems, and there is a capital field for co-operation with the assistance which is willingly given by Greenfield and Miss Ashley.

The Chairman reported that several towns desired foreign books. It was

Voted: To authorize the Chairman to purchase a limited number of foreign books to lend to towns as an experiment, the books selected to include those which would help foreigners to become good citizens and interest them in the history of this country.

Adjourned.

E P Sohier
Secretary.

November 28th, 1911.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that he had received lists of desirable French books from the Boston and Providence libraries, and had arranged for the purchase of a limited number which the Commission could lend to small libraries requesting them.

Books had been sent to twelve libraries; supplies to Deerfield
Edgartown
Oak Bluffs

The Chairman called attention to the loss by fire of the library at Reading. It was the opinion of the Commission that Reading would probably be able to replace its library, but in case of any serious necessity for immediate aid, the Chairman was authorized to send $100 in books, if he considered it

expedient.

A letter from Mr. Ballard of the Berkshire Athenaeum contained the suggestion that the best way of helping the little libraries would often be to send the librarians to the larger libraries for instruction or to employ for a few days some member of the staff of a larger library to visit the smaller library and to give instruction, the expense to be borne by the Commission. He illustrated by what might be done in Berkshire. It was

Voted: To authorize the Chairman to accept Mr. Ballard's offer of such assistance from the Berkshire Athenaeum, and to incur any expenses necessary to the extent of $50.

A formal inquiry had been received from the Governor as to any legislation which the Commission desired to recommend. After full discussion it was decided that it would be inexpedient this year to ask for any legislation excepting to

relieve the small libraries from the public documents and copies of Vital Statistics for which they have no special use and which occupy space that is needed for other purposes.

Voted: That in the opinion of the Commission, the volumes of Vital Statistics should be sent only to the larger libraries. Details of the legislation required were referred to the Sub-Committee on Vital Statistics with authority to prepare a bill to accompany this recommendation in the report.

Adjourned.

E. P. Sohier
Secretary.

December 26th, 1911.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes

Mr. Wellman Miss Sohier

The Chairman reported that in accordance with the vote of the last meeting he had drawn a bill to change the law relating to the Records of vital statistics so as to exclude many of the smaller libraries, but that after consultation with the Record Commissioner, it seemed wisar to defer action until next year.

It was reported that the town of Buckland would probably accept the Act of 1890 and establish a town library. Two-thirds of the people of the town live at Shelburne Falls and use the library there, to which the town makes an annual appropriation. About 500 people in the village of Buckland have long been served by a library owned by the church and built chiefly by the efforts and financial aid of the former pastor, who by his will left to it a fund

for the purchase of books which yields about $80 a year. This library has always been free to all inhabitants of the town, and the church is willing to make it a town library so far as it can legally be done. Ex-representative Ward has prepared a plan for which he asks the approval of the Commission. He proposes that the town shall vote to establish a library under the Act of 1890, elect trustees, and hire the present building at a nominal rent from the church. The books owned by the church and those provided by the town shall be kept together with no distinction excepting as to book plate, and shall be under the charge of the trustees. This will secure for the combined libraries $100 in books from the State and a fixed appropriation of not less than $25 a year from the town under the law, besides an income from the church fund for the purchase of books of about $80. The Chairman had written to Mr. Ward that if the town takes the action he proposes, the library will be entitled to

aid both from the town and from the State. The present trustees are desirous of reorganizing the library during the winter, and ask the aid of the Commission in view of their readiness to transfer it to the town and the fact that it is already free to every inhabitant of Buckland.

Voted: That the Commission will aid in the re-organization of the library, and that the details be referred to the Chairman.

The policy of the Commission as to aid in re-organization of libraries was discussed at length, but no formal action was taken. The town of Sheffield was used as an illustration, and it was

Voted: To authorize the Chairman in his discretion to give assistance to Sheffield in the re-arrangement and cataloguing of the library.

Adjourned.

E. P. Sohier
Secretary.

January 29th, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that books had been sent to the following towns:-

Carlisle
Chester
Greenwich Village

Supplies had been sent to

Buckland
Leverett

Reports were made on the five towns where there has been some prospect of establishing town libraries under the act of 1890. The Chairman had received a letter from Ashfield, stating that it was considered wise to take no action this year, as there was the probability of the gift of a new library building. Several letters had been received from Rehoboth, where the library was recently burned;

and there, also, the gift of a new building was probable, but it was uncertain what plan will be adopted for the library. Buckland will probably vote to establish a town library at the next town meeting, and the Commission had already sent Mrs. Goddard to help reorganize the library there.

Miss Brown has been in correspondence in regard to Westhampton, but the results are still uncertain. The Chairman read a letter from the Town Clerk in Newbury concerning the rights in the Newburyport library. The present arrangement seemed to the Clerk wholly satisfactory, but it evidently provided only for a small section of the town. The Chairman had written a number of letters, and had received some encouraging replies. Newbury is the only town which now has no library within its own borders, and efforts will be made to awaken the people there to the advantages of which they are deprived.

Miss Brown was present during part

of the meeting, and reported on the work in several towns.

Adjourned.

E. P. Sohier
Secretary.

February 27th, 1912.

The Commission met at the State House.

Present.

Mr. Belden Miss Sohier

Mr. Wellman

Mr. Howes

The Chairman reported that over 100 letters had been sent to Newbury, setting forth the advantages of establishing a library in that town.

A circular letter had been sent to towns now receiving the public documents, calling attention to the law by which they can decline to receive them if unable to provide for their use. Several answers had been received from libraries which found the series of value and wished to continue receiving them.

A letter had been received from Truro, asking for suggestions as to the construction of an inexpensive library building. The trustees have $2,500, and hope to secure $500 more. Mr. Coolidge's advice had been sought.

The situation in Shelburne was discussed, and it was

Voted: To aid in reorganizing the library there, if the town will do its share of the work.

It was also

Voted: To send children's books to North Reading.

Miss Brown was present during part of the meeting, and gave a report of her recent work.

Adjourned.

E. P. Sohier
Secretary.

March 28th, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Mr. Howes

Mr. Wellman — Miss Sohier

The Chairman reported that he had received many replies to the letter which he had sent to town libraries calling attention to the law concerning the right to request the discontinuance of Public Documents. Many of the letters expressed appreciation of the value of the Vital Statistics which they receive.

The Chairman also stated that it had been found from the returns that there are only 34 libraries in Massachusetts which limit their readers to one book. To each of these towns a letter had been written calling attention to this fact and urging that more liberal provision should be made. Several of the smaller towns had been offered books from the Commission to assist them in making the change.

Books had been sent to
Alford
Berkley

The Chairman reported that Miss Walley had decided to leave on June 1st. He had made many inquiries and received many letters concerning possible candidates for her position. The only one who seemed likely would to prove satisfactory, certainly not be willing to take the place under $1,000 a year, as she was receiving substantially that salary elsewhere. Believing that Miss E. Louise Jones might at that salary reconsider her refusal to take the position, he had offered her $1,000 a year, subject to the approval of the Commission at this meeting, with the understanding that she should assume the responsibility of the department of office work.

Voted: That the Chairman be authorized to engage Miss Jones at a salary of $1,000.

Voted: That the Chairman be authorized to apply for $100 from the Commonwealth for the benefit of the new town library

in Buckland so soon as he shall have received official notice that the conditions of the law have been complied with by the town.

Voted: To send children's books to Rowe at the request of Miss Barnard, the town having arranged new quarters for its library and having made other improvements.

Voted: To send a case and supplies to Hanson, the town having voted a special appropriation for the cataloguing and arrangement of its library as recommended by the Commission.

Voted: To send children's books to Worthington in consideration of special efforts which are being made there to help the schools.

Arrangements concerning the course at Amherst were left to the Chairman.

The Chairman reported that Dartmouth had voted to build a small library at North Dartmouth, and had asked the advice of the Commission.

A new library club had been formed

in Plymouth County, and the Chairman reported that he had given an address at its first meeting. The Club is to be called the Old Colony Club, and has started with every promise of success.

Adjourned.

E. P. Sohier
Secretary.

April 25th, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that he had engaged Miss E. Louise Jones at a salary of $1,000 a year, and that the appointment had been approved as a temporary one by the Civil Service Commission.

Since the last meeting books had been sent to

North Reading
Rowe
Worthington

Replies had been received to the letter sent by the Chairman to the 34 towns which still allowed only one book to a reader. Seven libraries have already adopted more liberal rules, and the trustees of five libraries will consider the change.

Books amounting to $50 had been

ordered for Alford at the request of that library.

A number of trustees had called at the office of the Commission for advice.

At the request of the Commission Miss Walley was present during part of the meeting to give the Commission some suggestions about the office work as the result of her experience during the past year.

Later Miss Brown and Miss Walley were present, and Miss Brown made an informal report as to the condition of her work.

Adjourned.

E. P. Sohier
Secretary.

May 24th, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that books had been sent to

Dunstable
Gosnold
Windsor

Supplies had been sent to

Buckland
Monterey
West Boylston
Yarmouth

Miss Bancroft called attention to the library at Holliston. The town had accepted a library building from Carnegie upon the usual conditions, and has duly appropriated each year the amount required; but the trustees have only expended a small part of this appropriation on the library, and the balance has

been returned to the town. The Chairman was requested to consult the attorney-General concerning this matter, and also to write to Mr. Carnegie.

Mr. Orr, of the Board of Education, was present by invitation during part of the meeting. He expressed appreciation of the importance of co-operation between the libraries and the schools, and promised to endeavor to interest the school superintendents. There are meetings of superintendents at which attention could be called to the subject, and there are also local meetings of teachers in the district of each superintendent, at which an opportunity could be found to explain to the teachers how best to co-operate with the libraries.

It was

Voted: To send a catalogue case to Burlington in consideration of the efforts which the town is making to improve its library, and to send a cataloguer to assist and instruct the librarian.

The Vermont plan of holding local meetings by invitation of the Commission and libraries in different parts of the State, with the co-operation of organizations in the neighborhood, was disdussed. The Chairman was authorized to propose some similar plan for the consideration of the Massachusetts Library Club at its Annual Meeting at Springfield.

The subject of the next annual report was discussed, and it was decided to prepare the circular to be sent to libraries before adjourning for the summer. Each member of the Commission was requested to bring to the next meeting suggestions as to the questions to be printed.

At the request of the Chairman, Mr. Howes consented to undertake the general oversight of the preparation and printing of the report.

Adjourned.

E P. Sohier
Secretary.

June 21st, 1912.

The Commission met at the State House.

Present.

Mr. Belden	Miss Bancroft
Mr. Wellman	Miss Sohier

The Chairman read a report of the work of the month which has been placed on file for reference.

In accordance with the vote at the last meeting, the Chairman had in writing proposed to the Massachusetts Library Club at its meeting at Springfield that co-operative meetings should be held in different parts of the State for the instruction and inspiration of those engaged in library work. Miss Chandler had offered the hospitality of the Lancaster library for the first meeting in connection with the meeting of the Bay Path Library Club in the autumn.

Voted: To accept Miss Chandler's offer with thanks and to refer the arrangements to her with full powers.

The Chairman stated that Haverhill

had invited the Massachusetts Library Club to hold there its autumn meeting, and that a co-operative meeting for the libraries in that neighborhood could probably be arranged.

Voted: To authorize the Chairman to arrange for such a meeting, should the Club meet in Haverhill.

Conditions at Holland were discussed. It is a town of 175 inhabitants, with only 13 children in the schools. Its new building is only four miles from Brimfield, and all the business of the town is done there. Under the law of 1911, Brimfield would be authorized to keep a deposit of books at Holland to be exchanged at stated intervals, and in consideration of this service the Commission could offer to send new books to Brimfield for the benefit of both towns. The same plan, if successful, could be extended to Wales, making the Brimfield library a centre for the neighborhood. Miss Tarbell, the librarian, is an advisory

visitor for both towns, and would be able to assist both in many ways.

Voted: That the Chairman be authorized to propose this plan to Miss Tarbell and to offer books to Brimfield from the Commission.

Miss Brown was present during part of the meeting. She reported that special demands were made upon the library at Shirley to meet the needs of the boys in the State Industrial School.

Voted: That the Chairman be authorized to send books to Shirley in consideration of the services the library is rendering to the boys in the State Industrial School.

Miss Brown reported that Hubbardston had lately become entitled to the income of a fund of $10,000 and was therefore considering the possibility of re-arranging and cataloguing its library, and that she had made estimates of the expense and had offered her assistance.

Voted: To refer to the Chairman all

questions concerning any further assistance to Hubbardston in this work.

Adjourned.

E. P. Sohier
Secretary.

September 26th, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Sohier

The Chairman reported on the work of the Commission since the last meeting.

Books had been sent to seven towns and supplies to seven. The following towns had been re-organized:

Burlington — North Reading
Charlemont — Savoy
Chilmark — Westhampton
Holland

The Amherst meetings had been most successful. The meetings had been attended by 51 persons representing 30 libraries.

A neighborhood meeting had been held at Bedford which was arranged by Miss Rodman. The trustees and their friends provided luncheon for all visitors. The attendance was 45, representing nine libraries.

The tuition at Simmons of Miss Henderson

of Orange had been paid, and the expenses at Amherst of the librarians of

Shutesbury and
Rowe

At the suggestion of the Chairman it was

Voted: To appoint a committee to devise some suitable plan for the selection and purchase of books for the small libraries, especially such books as it seems desirable from time to time to keep in stock.

The Chairman appointed Mr. Howes and Miss Sohier. Some suggestions made by Miss Brown were referred to that committee, with the Chairman as an ex officio member.

Miss Brown was present during part of the meeting and reported upon her work during the summer.

Adjourned.

Elisabeth P Sohier
Secretary.

October 22d, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

Books had been sent since the last meeting of the Commission to four towns.

The Chairman reported that blanks had been mailed to all the towns in the State, and that the returns had been coming in very satisfactorily.

The Chairman also stated that Miss Tillinghast was engaged on October 15th to go to whatever library might desire her and to assist in the office when not otherwise employed. Requests had been received for instruction in book mending from Bedford, Carlisle, Lincoln, and North Reading.

Mr. Wellman, by request, reported in writing a plan for the supervision of small libraries by districts which will be considered after the appropriation for the coming year

has been granted.

Voted: That Miss Chandler's address at Amherst on Trustees be reprinted in pamphlet form and sent to the trustees of town libraries.

Voted: That notification be sent to the chairmen of trustees that the A. L. A. Booklist would not be given by the Commission unless by special request from the libraries of the poorer towns.

The annual report was considered, and it was

Voted: To omit this year the list of towns classified as to libraries.

Adjourned.

Elisabeth P Sohier
Secretary.

November 14th, 1912.

The Commission met at the State House.

Present.

Mr. Belden — Mr. Howes

Mr. Wellman — Miss Sohier

The Chairman reported that since the last meeting books had been sent to 13 towns and supplies to two. Miss Brown had visited nine libraries, and had made several addresses. The report with details of the work was placed on file.

The annual report was considered.

Voted: That the Commission ask for an appropriation of $6,000 for aid to libraries and for the same appropriation as usual for other expenses.

A number of plans for library buildings were examined, and at the close of the meeting Mr. Edwards was present by appointment to confer with the Commission concerning the library which his family are preparing to give to the town of Southbridge.

Adjourned. Elisabeth P. Sohier
Secretary.

December 16th, 1912.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft

Mr. Wellman Miss Sohier

The Chairman reported that Miss Chandler's pamphlet entitled, "Duties and Opportunities of Library Trustees," with an accompanying circular letter would be mailed at once to all the trustees of town libraries.

Miss Brown had visited 6 libraries, and Miss Tillinghast had given instruction in book-mending at 4.

Books had been sent to 9 towns and supplies to Woods Hole.

The Chairman and Mr. Wellman reported on the hearing before the Commission on Economy and Efficiency, at which they had represented the Library Commission. The Chairman of the Commission on Economy and Efficiency requested that the Library Commission prepare a statement of a tentative plan as to the way in which it could become more efficient with more law and money, and whether it should have greater

powers regarding the supervision of free public libraries.

The annual report was considered, and it was

Voted: To authorize the Chairman to append the names of the members of the Commission to the report and present it to the Legislature as the report of the Commission.

Adjourned.

Elisabeth P. Sohier
Secretary.

January 14th, 1913.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft

Miss Sohier

The Chairman reported that many letters of approval of Miss Chandler's pamphlet had been received from trustees to whom it had been sent, and that it had led to visits and correspondence asking advice of the Commission.

A letter had been received from Mr. Hurd, of the Massachusetts Agricultural College, asking the co-operation of the Commission in the conference to be held this summer at Amherst.

Voted: That the Commission will send a representative to take part in the work of the conference, and that the arrangements be referred to the Chairman.

Arrangements for the meeting of the New England Club of Library Commission Workers were considered, and it was

Voted: To appoint a Reception Committee, with Miss Katharine P. Loring as chairman, to assist

the Commission in the entertainment of visitors from other States.

The work with foreigners was discussed and the best use of the increased appropriation, if granted. The Chairman was authorized to order 100 bound copies of each of Mr. Carr's "Guides", or any smaller number in addition, if those bound at his request were needed for immediate use by other libraries. A request had been received for Polish books from Three Rivers in Palmer as an experiment. If successful, the town would purchase similar books.

Voted: To ask Miss Chandler to send a Polish library to Palmer, and to authorize the Chairman to purchase and send additional books for use of the Poles at Three Rivers.

The situation at West Springfield was called to the attention of the Commission by a letter to Miss Chandler from Ashleyville, where provision for the schools and people of the village is greatly needed. Miss Chandler has sent a traveling library on Florence for use by the Study Club there, and will send an Audubon library for the school.

The town of West Springfield ought to provide for that village, and in order to bring the need before the next town meeting, the Chairman was authorized to offer to expend a sum not over $50, provided the town would appropriate an equal or larger amount and establish a system of school deposits such as exists in Springfield and many towns smaller than West Springfield.

The situation in Florida was discussed. The appropriation of $15 will not provide for the expenses, and deposits in the schools have been discontinued.

Voted: To authorize the Chairman to offer assistance to Florida, provided the deposits are placed in the schools under conditions satisfactory to the Commission.

The experiment in Berkshire whereby Mr. Ballard and the Berkshire Athenaeum are endeavoring to assist and inspire the smaller libraries was discussed, and the Chairman was authorized to pay the necessary expenses of work there which met his approval.

Voted: To authorize the Chairman to engage

speakers for small local meetings, if necessary.

Adjourned.

Elisabeth P. Sohier
Secretary.

February 24th, 1913.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier

The statement for the Commission on Economy and Efficiency was again considered and after some amendments was adopted, and the Chairman was requested to transmit it to the Commission on Economy and Efficiency.

Voted: To endeavor to secure this year a field agent or secretary for work for foreigners, and the Chairman was authorized to recommend to the Legislature through the Governor that the Commission should have power to appoint such an agent, subject to his approval, and that an allowance for expenses be also granted.

In consequence of the probability that the appropriation for aid to libraries would be increased, it was

Voted: To offer books to libraries in towns of a valuation under $1,000,000 which will make deposits in their schools under conditions approved

by the Commission.

Voted: To write to every superintendent of schools whose district includes towns with a valuation of less than $1,000,000, asking advice and assistance in arranging for deposits in schools which do not now receive them, and offering to send books to each library which will establish deposits in such schools.

Voted: To request the agent to write to the librarian and one other person in the towns she has visited, urging action at the town meetings to increase the usefulness of the library and indicating the special direction in which the aid of the town is most important.

Voted: To request the Chairman to write to towns which have not been so visited wherever special action at town meeting seems expedient.

Adjourned.

Elisabeth P Sohier
Secretary.

March 31, 1913.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that the statement prepared for the Commission on Economy and Efficiency had been sent to that Committee and that a copy had been given to the Governor's Secretary. The recommendations of the Commission for legislation to authorize the employment of a field agent or secretary for work with foreigners had been transmitted to the Legislature by the Governor with his strong endorsement.

The appropriation for aid to small towns has been increased to $4,000 by the bill which has now become a law.

Letters have been sent to the Superintendents of Schools of all towns under $1,000,000 valuation, asking their co-operation in the matter of school deposits and their opinion as to the desirability of them. Every answer received has been enthusiastic.

The trustees of Hatfield have asked aid from

the Commission in revising their catalogue and re-arranging the library.

Voted: To authorize the Chairman to offer to send a competent person to assist in rearranging the library and to pay her salary for two weeks.

Voted: To authorize the Chairman in his discretion to assist towns under $1,000,000 valuation which desire to recatalogue and otherwise increase the efficiency of their libraries.

The Chairman reported that Mr. Carr's guides had been sent to all towns with a valuation under $1,000,000 which have reported a foreign population, and a letter has been sent to all other towns with a foreign population, calling attention to the value of the guides.

A French traveling library has been sent to Housatonic, an Italian library to Sudbury, and Polish libraries to Palmer and Ludlow. A few Polish books have been sent as gifts to Deerfield.

Books have been sent to nine towns which have agreed to place deposits in the schools.

Adjourned.

Elisabeth P. Sohier Secretary.

April 30, 1913.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes

Mr. Wellman Miss Sohier

The Chairman reported that the bill to authorize a foreign agent seemed likely to pass in some form, although probably not as originally proposed by the Commission. The possibility of securing the services of Miss Campbell was considered. The Chairman stated that her present engagement would terminate August 1st, and that he believed she might favorably consider an offer if the salary was adequate. In case she should do so, it was possible she might be released earlier or might be able to arrange to give the Commission part of her time.

The report from the office was read. Books had been sent to 17 towns in response to requests for help to schools. Supplies had been sent to Hull and Dighton to assist in rearranging those libraries. The library

at Hull had been recatalogued under Miss Jones's supervision, and the recataloguing at Dighton had also been started under her supervision. Miss O'Herron had visited four Berkshire libraries and had spoken at seven teachers' institutes in the Connecticut valley, meeting the superintendents of schools, members of school committees, and often library trustees; and gaining much information on library matters in the towns represented. She had given an informal talk at each, urging the co-operation and interest of teachers in the libraries of their towns and also deposits in the schools. Miss Jones attended the Teachers' Institute at West Brookfield, and Mr. Warren, agent of the State Board of Education, very cordially invited her to give an informal talk on the work of the Commission and its efforts to establish closer relations with the schools. The results of these meetings have been highly satisfactory in every respect.

Conditions in several towns were discussed.

Voted: To refer to the Chairman the

question of sending children's books to Hatfield.

Voted: That in other towns with a higher valuation than those usually aided by the Commission, the Chairman be authorized in his discretion to send books to aid the schools if the town is willing to do its part, provided that in his opinion the appropriation for this year will permit such aid.

Adjourned.

Elisabeth P Sohier
Secretary.

May 15, 1913.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that the bill to authorize the employment of a director for educational work with foreigners provided for a salary which should not exceed $2000, and that in that form it would probably become a law in a few days. It was

Voted: That the Chairman be authorized, with the approval of the Governor and Council, to offer the position to Miss J. Maud Campbell, and to apply for permission to employ substitutes for preliminary work until such time as Miss Campbell should be free to fill the position.

Since the last meeting of the Commission, books had been sent to six towns.

Miss Brown returned from her vacation on May 5th, and had visited four towns and spoken at the Teachers' Institute at Winchendon.

Dr. Snedden was present during part of the

meeting, and various plans for co-operation between the two boards were considered. Dr. Snedden said that the Board of Education would welcome addresses by a representative of the Commission at teachers' institutes and other meetings. The most important meeting this summer would be at the Normal School at Hyannis. In the small towns teachers change so frequently that the School Superintendents would prove more useful in many places than the local teachers. He believed they could also assist in solving the problem of exchanging books between schools and returning them to the central library.

Adjourned,

Elisabeth P. Sohier
Secretary.

June 18, 1913.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The Chairman reported that the act authorizing the employment of a director of educational work for aliens had been signed, and that Miss Campbell's name had been submitted to the Governor and Council for appointment to the position. If approved, he believed Miss Campbell would accept, but she was unwilling to answer positively until the offer was definitely made in such form that she could communicate it to her present board.

The Chairman announced with regret the resignation of Miss Jones, who had proved a most efficient and valuable Office Secretary. A position with a salary of $1800 and expenses had been offered her which she felt she could not afford to refuse. The Commission had finally been able to engage a stenographer, Miss Marion A. Liston, whom the Civil Service Commission would

for a permanent position
consent to approve, if her services continued satisfactory. Miss Jones has been able to teach Miss Liston many of the details of office work and believes she will be competent to continue the routine of the office under the direction of the Chairman until a new Office Secretary is appointed.

On recommendation of the Chairman it was

Voted: That the present system and arrangements in the office be continued in accordance with the instructions of Miss Jones; that the office be closed during August; and that Miss Brown be relieved from responsibility for the office and left free for work in the field.

After discussion and on motion of Mr. Wellman, it was

Voted: That as far as possible the field work should be so arranged that the agent should devote several consecutive weeks to the same locality; that it is the desire of the Commission that the agent meet the representative persons who can be of possible assistance to the library in a given community, and when opportunity serves, address meetings; and that the agent be encouraged to spend as much time in towns and as little in travel

as can be conveniently planned.

The Commission expressed informally its desire that the field agent revisit libraries when possible, in order to note and report on the results of the work previously authorized by the Commission.

It was the sense of the Commission that co-operation with the Board of Education should be sought, so that the Commission should be represented at all the Teachers' Institutes to be held this Fall, in order that personal relations might be established between the Commission and the school superintendents.

It was

Voted: That vacations of the field agent in future, except for some special reason, should not be taken in the school year, i.e., between Labor Day and December 15th and between January 15th and June 1st; and that, following precedent, vacations must be taken in the year in which they are due.

On motion of Miss Bancroft it was

Voted: That the Chairman, at his convenience and subject to the approval of the Civil Service Commission, be authorized to secure the services of a new office secretary. Adjourned. Elisabeth P. Sohier
Secretary.

September 30, 1913.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier

The Chairman reported that the appointment of Miss Campbell had been approved by the Governor and Council at a salary of $2,000, the maximum allowed by the act, and that Miss Campbell had accepted the position. She began her work on September 1st.

Under the authority of the vote at the last meeting the Chairman had engaged, subject to the approval of the Civil Service Commission, Miss Ruth H. Townsend. After graduation from the high school, Miss Townsend was an assistant in the Lancaster, Massachusetts, library during the year 1908-09; after graduation from the Pratt Institute Library School, she became an assistant in the Pratt Institute Library from September 1910 to February 1911, at which time she resigned to become librarian and organizer at the Harrison, New Jersey, public library; in March 1912, Miss

Townsend left Harrison to take charge of the Far Rockaway branch of the Queensborough public library in Jamaica, New York; in June 1913, she accepted the position of branch librarian in the Seattle public library, but severed her relations with Mr. Jennings, the librarian, in order to accept the position of Office Secretary with the Commission. Her experiences in these positions were most varied. From letters on file high praise is given to her success in work requiring initiative and power of organization. In connection with her work she has organized a Camp Fire Circle and Reading Club for girls, a boys' Debate Club, and incidentally she has given a course of lectures relating to library work at a high school. Full record of Miss Townsend's work and qualifications are on file with the Commission. The Civil Service Commission had authorized the temporary employment of Miss Townsend, but had announced its intention to hold a competitive examination on October 6th.

The Chairman read a report of the work

of the Commission since June 1st. Books had been sent to 14 towns on condition that deposits be placed in the schools. Advice and aid in cataloguing had been given to a number of towns by the agent, and she had spent a large proportion of the summer in the field. Supplies had been given to 7 towns to assist them in recataloguing or rearranging their libraries.

A letter from the Western Massachusetts Library Club was read, asking for advice and counsel in regard to teaching children how to use books and catalogues effectively, and inquiring whether the Commission would approve of a campaign of instruction for teachers and children, and of printing a short outline of a course, letters to librarians and school superintendents, etc., to further this plan of the Executive Committee of the Western Massachusetts Library Club. On motion of Miss Bancroft it was

Voted: That the Commission will authorize the expenditure of a sum not exceeding $50 to enable the Western Massachusetts Library Club to carry out the plan proposed, subject to the approval of the

Commission of the details.

Mr. Wellman was appointed a committee to represent the Commission with full powers.

The annual report was considered, and it was

Voted: To insert tables substantially the same as those in the report of 1912. Mr. Wellman made several suggestions of possible changes, and the matter was then referred to the Chairman in consultation with any other members of the Commission whom he might desire.

Adjourned.

Elisabeth P Sohier
Secretary.

October 22, 1913.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The Chairman reported on the work since the last meeting. Miss Brown had visited eleven libraries since October 1st, and Miss Townsend had visited five, speaking at the request of the Board of Education twice at a convention of teachers on Martha's Vineyard and at a community meeting in the evening. Miss Tillinghast had held a book-mending demonstration at the Allen Memorial Library at Scituate, and a round-table on library administration had been conducted by Miss Townsend.

Miss Townsend had taken the Civil Service examination, but no report had been received.

Mr. Wellman reported that the meeting in Springfield in the interest of foreigners had been very successful. Similar meetings have been arranged for Miss Campbell at Worcester

and Northampton.

A letter from the Third Assistant Postmaster at Washington was read, in answer to a letter of inquiry from the Chairman as to the right to send books over 4 lbs. by parcel post; he replied that the whole question of allowing books to be sent by parcel post was under consideration.

The estimates for the work of the next year were discussed, and it was

Voted: To ask for larger appropriations both for aid to towns and for expenses, and for an increase in the salary authorized for the director of work with foreigners to $2,500, the sum reported by the Committee on State House and Libraries last year and reduced to $2,000 on the recommendation of the Committee on Ways and Means.

With a larger appropriation it would be possible to aid towns with a valuation exceeding $600,000; many of these towns need assistance even more than those now aided.

Adjourned.

E P Sohier
Secretary.

November 26, 1913.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman read the office report of work since the last meeting. Assistance in cataloguing and instruction had been given to Huntington, Manomet and Sudbury. Special attention had been paid to New Marlborough, with its five libraries for which Miss O'Herron was doing capital work in connection with Mrs. Hoyt, a summer resident. Owing to special need and the unusual efforts being made by its own residents, it was proposed to send $100 in books to the libraries of the town. The offer of children's books to towns with a valuation of less than $1,000,000 was renewed in October to a number of Superintendents of Schools, and there are now nine towns which are to receive books in compliance with the requests received. Books have been sent to Holland and Leverett on

requested subjects, and children's books to Bland-ford. To Gay Head a collection of books for adults and children. Miss Campbell had visited the Amherst, Bryantville, Clinton, Lancaster, Easthampton, and Williamsburg libraries, and has given talks at Northampton, Franklin, Worcester and Roxbury. Foreign travelling libraries have been sent to twelve libraries. Requests for annotated lists have been received from twelve libraries.

As there seems to be demand from the small libraries for inexpensive, yet durable and attractive editions of children's books, it has been suggested that a selection of such books from different publishers be kept on ~~file~~ the office shelves as "Exhibit books". Here they could be viewed by visiting trustees and librarians, and if occasion offered, they might be used to illustrate a round-table talk on book selection.

The annual report was again discussed. On motion of Mr. Wellman it was

Voted: To recommend additional legislation

to permit the use of libraries by nonresidents and citizens of other towns on such terms and conditions as the trustees might prescribe.

The Chairman was authorized to present the report on behalf of the Commission.

Adjourned.

E R Sohier
Secretary.

December 29, 1913.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Howes Miss Sohier

The Chairman reported that on December 6th the Civil Service Commission certified to him the three persons who had passed the best examinations for the position of office secretary. Miss Ruth H. Townsend headed the list, and was duly appointed office secretary.

The Chairman stated that he had sent a circular letter to the chairmen of trustees in towns where the libraries had been recatalogued or rearranged with the aid of the Commission, asking a report as to the results and suggestions as to possible improvement in the assistance given.

A report of the work of the office was read. Since the last meeting Miss Brown had visited 13 libraries, books had been sent to 6 towns, and supplies to Rowley and Petersham. Italian libraries had been loaned to Housatonic in Great Barrington, Littleton and Southwick.

Polish libraries had been sent to Deerfield and Montague.

The annual report was again considered, and the Chairman was authorized to add statistics and other material and to append the names of the members of the Commission to the report.

The report of the field work of the agent during the year was read by the Chairman, who stated that he felt that in the future more work was needed in the towns visited and aided than had been given in the last three years while the agent had been endeavoring to visit so many towns. If the appropriation permitted he hoped to relieve her entirely of Berkshire County, where Miss O'Herron had done admirable work independently, and that a limited number of towns could be put in charge of the office secretary, who would thus gain experience which would be valuable. He added that he was unable to give as much attention to the reports and plans of the agent as he would like, and that he would be glad to appoint a committee to assist him in the consideration and arrange-

ment of the field work. Such a committee could read the reports and letters from trustees and others, and could hold occasional meetings with the agent at which the needs of individual towns and other matters pertaining to the field work could be discussed more carefully than was possible at the regular meetings of the Commission.

Voted: That the Chairman be authorized to appoint such a committee to assist him in the field work.

Chairman.

The chair appointed Mr. Howes, Miss Sohier and Miss Bancroft.

Adjourned.

E R Sohier
Secretary.

January 21, 1914.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes

Mr. Wellman Miss Sohier

The Chairman read the office report of work since the last meeting. Books had been sent to six towns. An Italian traveling library had been sent to South Sudbury and the Polish library, loaned to Palmer, had been exchanged.

The Penn Publishing Company had contributed books to the Commission's exhibit collection of inexpensive editions; the Macmillan Company had agreed to forward a selection from their children's books.

Miss Townsend spoke on January 8th at a co-operative meeting arranged by Miss Farrell, Local Secretary of the group of towns including Brookfield, Hardwick, New Braintree, North Brookfield and Warren.

The annual report of the Commission was sent to the printer on January 15th.

Miss Campbell was present during part of the meeting and gave an account of her work.

Adjourned.

E R Sohier
Secretary.

February 10, 1914.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The minutes of the meeting of January 21st were read and approved.

The Chairman presented a letter from Mr. Frank P. Hill, Chairman of the Committee to arrange for the American Library Association Exhibit at Leipzig during the current year, requesting contributions from various library boards and commissions. After discussion the Chairman was authorized to inform Mr. Hill that under the law the Commission had no authority to expend any of its funds for the advancement of such an exhibition. The members of the Commission felt that while it might be desirable to contribute as individuals, the appropriations were not available for this purpose.

The Chairman presented the list of periodicals compiled by the Massachusetts Library Club. After informal discussion it seemed to be the

general opinion that the Commission was not prepared to print the list for distribution unless there could be appended to the same a short list of less expensive periodicals that would be suitable for libraries having only from $5 to $10 to expend annually for periodical literature. Mr. Wellman suggested that the Woman's Education Association might be willing to print the said list of periodicals with the appended list of less expensive ones. The Chairman was authorized to make inquiries in regard to the possibility of this being undertaken.

Mr. Wellman spoke of the American Library Association list of books as being not only creditable work, but an important bibliographical compilation, and it was his opinion that the list should have wider circulation in Massachusetts than it is now being given. The compilers have adopted a new and conservative policy relating to fiction items, and Mr. Wellman urged that the Commission should give larger help toward its support. It was suggested that the Commission compile

a list of desirable towns for which it might subscribe to the A. L. A. Booklist. It was also suggested that the Commission send out a circular letter or return postal, asking whether or not the library subscribed, and if not whether it could not be induced to subscribe; and also to ascertain to what extent the trustees saw and used the list.

On motion the meeting was dissolved.

E P. Sohier.
Secretary.

(By mistake in copying report of March meeting follows report of April meeting.)

April 8, 1914.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes
Mr. Wellman Miss Sohier

The Chairman read the report from the office. Miss Brown had visited 11 libraries. Miss Campbell had spoken at the meeting of the Old Colony Library Club at Plymouth, and had spent several days at North Adams and that neighborhood, holding a very successful meeting and staying at the Normal School where she was able to interest many teachers. She had also visited seven libraries. Miss Townsend had visited the Plympton library by request to discuss cataloguing that library. Books had been sent to three libraries and gift books to three. Polish travelling libraries had been sent to Easthampton, Southwick and Whately.

The Chairman stated with regret that Miss Brown had been offered a position in California at a higher salary than she was receiving. She had long wished to go to California, as her family live there. She had received a telegram asking her to come to Long Beach at the expense of the library and consider the position. It was

Voted: That Miss Brown should be released from her engagement to the Commission if she decided to accept the position, and that she might either resign and remain in California or return after a suitable vacation to remain with the Commission until the completion of her year on October 1st.

The Chairman reported that the Civil Service Commission insisted upon the selection of an office secretary from the list of names which they furnished. None of the persons so certified were properly qualified to take charge of the Commission work at headquarters. It was

Voted: To request authority from the Legislature to appoint, subject to approval of the Governor, a General Secretary and Library Adviser.

In the event of Miss Brown's remaining in California, it was suggested that Miss Jones might consent to take the position of agent temporarily in the hope that later she could be given some other position which she would prefer.

Voted: To authorize the Chairman, with the consent of the Governor, to appoint on behalf of the Commission a temporary agent to serve during

the pleasure of the Commission.

Senator Williams, Chairman of the Committee on State House and Libraries, was present during part of the meeting by invitation to confer with the Commission as to the best means of securing for Massachusetts the best possible service from the Commission. After full consideration it was decided that the trustees and librarians of the State were entitled to the best advice which could be secured for them by the Commission, and that it was of great importance to obtain for its staff the persons best qualified to direct the library interests of the State. Such persons are in great demand both in Massachusetts and in other States, and are difficult to secure, but they appreciate the honor of an invitation to serve on the staff of the Massachusetts Commission if their selection is based on merit and experience and the position offered is reasonably permanent.

The Commission expressed entire willingness to accept any legislation requiring the approval of its selections either by the Civil Service Commission or the Governor, provided the Commission was

allowed the initiative; but inasmuch as the Governor had expressed a belief that it was desirable that the appointment of heads of departments should be approved by him, it seemed well to follow the precedent established in the legislation authorizing the appointment of the agent which requires the approval of the Governor.

At the request of the Commission Senator Williams offered to present a bill on leave to provide for the appointment of a General Secretary and Library Adviser in accordance with the vote passed earlier in the meeting.

Adjourned.

E R Sohier
Secretary.

March 3, 1914.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman stated with regret that the Commission would be obliged to lose the services of Miss Townsend. She was engaged to be married and wanted to leave by the first of May. He had considered informally the selection of her successor and thought it possible that Miss Jones might be willing to return at a salary considerably less than she was now receiving. The Commission favored the reappointment of Miss Jones whose services had proved most valuable, but was unable to take any action without consultation with the Civil Service Commission. It was

Voted: To authorize the Chairman to engage an office secretary subject to the approval of the Civil Service Commission.

Mr. Wellman suggested that it might be expedient to change the title given to the person to succeed Miss Townsend at headquarters, as her work

was not adequately described by the present name of office secretary.

The report from the office was read. Miss Brown had visited nine libraries, had addressed the teachers at a conference held at Townsend, and had spoken at a Community Club meeting in Canton. Books had been sent to four towns. A Polish travelling library had been sent to Leverett, an Italian library to Quincy, and a few German books to Townsend. Miss Campbell had spoken before the Woman's Club in Winchester and the Community Club in Canton.

Mr. Howes reported that the Committee to assist the Chairman in the field work had held a conference with Miss Brown, and at his suggestion she was invited to be present during the latter part of the meeting to report as to her work.

Adjourned.

E P Sohier
Secretary.

May 13, 1914.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier

The Chairman reported that Miss Brown had decided not to return from California and her resignation took effect April 6th. Miss E. Louise Jones had consented to take the position of agent temporarily, and the Governor had confirmed her appointment at a salary of $1,600 to serve during the pleasure of the Commission. On motion of Mr. Wellman it was

Voted: That the Free Public Library Commission of Massachusetts, in accepting the resignation of its agent, Miss Zaidee Brown, record its appreciation of her valuable and indefatigable service for a period of three and one-half years. Her intelligent and sympathetic aid benefited numerous public libraries throughout the Commonwealth, while her good will and personal interest endeared her to many librarians who will join with the Commission in best wishes for success in her new field of endeavor.

The Chairman reported that it had been

impossible to secure a competent person to fill the position of office secretary, the Civil Service Commission having insisted that the selection should be made from three candidates, no one of whom had the requisite experience and other necessary qualifications. He read a letter he had written to the Civil Service Commission before the examination, in which he had explained the necessity of experience and special qualifications, since the office secretary must speak in the name of the Commission; he had also stated that if such a person could not be authorized under Civil Service rules, the Library Commission would be obliged to abolish the position and place the office in the charge of the agent.

Voted: To abolish the position of office secretary and place the work in the charge of the agent for the present until under legislative authority some more satisfactory arrangement could be made.

The Chairman was requested to notify the Civil Service Commission of this decision.

The village library in West Barnstable had asked assistance in cataloguing its library. As

there are six libraries in Barnstable, and this library is wholly maintained by contributions, and is doing valuable work, it was

Voted: To authorize the Chairman, to aid the West Barnstable library to such extent as he might consider expedient after fuller investigation.

The report from the office was read. Children's books had been offered to 53 towns and had been sent to 16. Abbot's "Panama and the Canal in picture and prose" had been sent to 50 towns, and notes of hearty thanks had been received from librarians and trustees. Miss Campbell addressed a gathering of foreigners at Gardner on April 28th, and visited the Athol library the next day. Upon the request of Mr. Whitmore she visited the Brockton library for a conference with the trustees. An Italian library had been loaned to Leominster, and seven lists of foreign books had been prepared by request for libraries at Fitchburg, Waltham, Athol and Brockton. A list of foreign periodicals had been prepared which was printed in the Massachusetts Library Club Bulletin.

Adjourned. E R Sohier Secretary.

June 25, 1914.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that the bill to authorize the Commission to appoint a general secretary and library adviser had been signed by the Governor, and that Miss Jones, subject to the Governor's assent, would be appointed to the position whenever a new agent could be secured. In the meantime she had consented to continue as agent, having general supervision of both the field work and the office. Several persons had been considered for agent, but no Massachusetts woman had been found possessing the requisite qualifications.

Voted: To accept the recommendation of the Chairman and leave Miss Jones in full charge during the summer unless some entirely satisfactory person should be found.

The report from the office was read.

Miss Jones had visited three libraries and the Essex County Agricultural School at Hathorne. Books had been sent to twenty-two libraries. Italian travelling libraries had been sent to three towns. The Commission had received the loan of one of King Oscar's Swedish travelling libraries which had been sent to Ashland. De Lara and Pinchon's "The Mexican people" was sent to 43 towns and Morris's "Story of Mexico" to four. A bookcase had been sent to New Ashford; supplies and catalogue cases to Plympton, Lakeville and West Barnstable, and a catalogue case to Rutland.

Voted: That the Free Public Library Commission of Massachusetts express to Miss Ruth H. Townsend, in view of her resignation as Office Secretary on June 20th, its sincere regret at the loss of her faithful and efficient services, its appreciation of the loyal and intelligent manner in which she represented the Commission in the interests of the free public libraries of the Commonwealth, and its wish for her happiness in her approaching marriage.

Mr. Belden suggested that a temporary Chairman should be appointed during his absence in Europe.

Voted: That Mr. Howes serve as Acting Chairman during Mr. Belden's absence, with power to approve bills on behalf of the Commission and to perform such other duties as may be necessary.

The Chairman reported that the Legislature had appropriated for this year $7,750 for aid to towns and $4,250 for expenses.

On recommendation of the Chairman the following votes were passed:-

Voted: That the Library Commission authorize the Chairman in his discretion to expend a sum not exceeding $25 for payment of library fees to the Berkshire Athenaeum, in the interest of the small libraries in Berkshire County.

Voted: That the Commission appropriate $25 for the Woman's Education Association, to be applied in part payment for the cost of transportation on travelling libraries and pictures sent to small libraries.

Voted: That the Commission authorize the

Chairman to pay the sum of $5.00 for each of the smaller library clubs of the Commonwealth in part payment for expenses incurred and services rendered for the benefit of small libraries.

Voted: To join the Library Art Club.

Voted: That the Chairman be authorized in special cases to offer direct aid to libraries in towns whose valuation is between one and two million dollars.

Miss Campbell was present during part of the meeting.

Voted: To publish a short list of Italian books for the use of Massachusetts libraries in such form as Miss Campbell and the Chairman might decide.

Adjourned.

Elisabeth P. Sohier
Secretary.

September 29, 1914.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The Chairman reported that Miss Jones had filled the position of agent during the summer very satisfactorily and had combined the field and office work, but that she would be glad to be relieved from the field work and to be able to devote her time to the work at headquarters. Several possible agents were considered, and after full discussion it was

Voted: That the Chairman and Mr. Wellman be a Committee to secure an agent, subject to the approval of the Governor.

Voted: That the Chairman be authorized, subject to the approval of the Governor, to engage Miss E. Louise Jones as general secretary and library adviser, at a salary of $1,600 a year, the appointment to take place upon the qualification of her successor as agent.

Voted: That while the general policies of the

Library Commission are authorized by its members, the Chairman shall be the Executive officer of the Board and shall have the general direction of the work of the Commission.

Voted: That the Library Commission in view of its increased work and its prospective enlargement, request, through the Chairman, a room for the use of the Commission large enough for conferences with its advisory visitors, local secretaries, trustees and officers of clubs, and for similar purposes, in addition to adequate provision for its staff and for the accommodation of collections of books, travelling libraries, exhibits from publishers, etc.

It was the opinion of the Commission that, as soon as practicable, at least four rooms independent of the State Library should be devoted to its activities.

An application had been received, through Miss Chandler, on behalf of the consumptives in Rutland who were not in the State Sanitarium and who were not allowed to use books from the library on account of danger of contagion. A special library for their use had been started by private efforts.

Miss Sohier had also received an informal request from Mr. Drinkwater, one of the State trustees, on behalf of the patients in the State institutions who were unable to borrow books from the town libraries. Three of the State hospitals, namely, those in Lakeville, Rutland, and North Reading, are in towns which are entitled to aid from the Commission, and it seemed probable that some arrangement could be made with public libraries by which books could be given either from the libraries or directly from the Commission. The question of aid to consumptives in different towns was referred to the Chairman.

Miss Jones was present during part of the meeting and read the report from the office. Nine libraries had been catalogued with the aid of the Commission, and a number of libraries had been visited by Miss Jones, Miss O'Herron and Miss Campbell. Miss Farr had spoken on behalf of the Commission at a teachers' conference at Sandwich and at the Cape Cod Library Club. Miss Campbell had spoken at the Amherst Rural Community meeting. Foreign travelling libraries had been sent to eight towns.

Adjourned. E P Sohier

Secretary.

October 30, 1914.

The Commission met at the State House.

Present:

Mr. Belden Miss Bancroft
Mr. Howes Miss Sohier

The Chairman reported that Miss Mary P. Farr, who had been considered for the position of agent, had been engaged for similar work by the Maryland Commission for sixteen months from Jan. 1st, 1915.

The report from the office was read. Books had been sent to four libraries; three books pertaining to the War had been sent to 25 libraries; and maps were being prepared to send to 50 libraries. Foreign libraries had been sent to seven libraries, and lists had been prepared for four. Miss Campbell had spoken at a meeting of the Uxbridge School Association on co-operation between the schools and library.

The demand for information concerning current events in remote towns was discussed. Pelham was cited as illustration, a hill town without even a stage and five miles from any larger town, having an income of $40 from which to pay the salary of

the librarian ($14) and of two branch librarians ($6 each), leaving $14 for all other expenses. The librarian had expressed a strong desire for information as to recent events and was considering the formation of a club if material could be obtained. It was

Voted: To authorize the Chairman to subscribe for such magazines as he should find expedient for the benefit of the smaller towns.

Adjourned.

E P Sohier
Secretary.

November 17, 1914.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The annual report was considered and the recommendations to be made to the Legislature. It was

Voted: That the Commission will ask this year for no increased appropriations, but only for such legislation as will enable it to conduct its work with greater economy and efficiency.

Voted: That the Commission will request adequate authority to examine and grade librarians and to keep such registry as may be necessary to determine the selection of the members of its staff and of all supervising librarians and other library workers who are paid wholly or in part from the treasury of the Commonwealth by the Library Commission and to assist trustees who seek advice from the Commission in securing qualified librarians or assistants.

Such authority as is now vested in the Board of Education would enable the Commission to keep a registry of

qualified librarians and would promote greater efficiency in the work of the Commission and of the libraries of the State.

The Committee on the selection of an Agent reported that at the present salary it would be impossible to secure any man of the ability and experience required by the position, but that they had under consideration a librarian who from his present position and personal qualifications seemed admirably fitted for the work; and that while it was uncertain whether he would accept the position, there seemed to be a reasonable possibility that he would do so if the salary should be increased by the Governor and Council.

Voted: That the Commission will request of the Governor and Council such increase of salary as may be necessary to secure an agent of ability and experience which is now required by the largely increased work of the Commission.

The report from the office was read. Books had been sent to nine towns. Miss Jones had visited by request the library at Wayland, and Miss Wiggin had visited thirteen libraries, and had remained several days at Bernardston. Miss O'Herron had visited

libraries in Berkshire. Miss Campbell had spoken on several occasions and had sent out ten travelling libraries for foreigners in response to requests.

Adjourned.

E. P. Sohier
Secretary.

December 18, 1914.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier
Mr. Howes

The future work of the Commission and of its new Agent was discussed, and the following votes were passed.

Voted: That the General Secretary and Library Adviser, under the direction of the Chairman, shall have charge of the accounts and general correspondence of the Commission, and of the care and distribution of books and supplies; shall act as the representative of the Chairman in such other work as he from time to time may delegate; and shall perform such other duties as the Board from time to time may direct.

Voted: That the duties of the Agent shall be chiefly in the field visiting libraries, aiding and instructing librarians, advising and assisting trustees, arousing local interest and support, and encouraging and inspiring school committees, superintendents and teachers to co-operate with the libraries in all ways which can benefit the children in the schools; and in performing such

other duties as the Board from time to time may direct.

Voted: That the duties of all members of the staff shall be interchangeable at the direction of the Chairman, in order that each may understand all branches of the work and be able to co-operate intelligently and to replace each other whenever occasion arises.

Mr. Wellman called attention to the advantage of seeking assistance from the Y. M. C. A. The Chairman stated that this had already been done to some extent, and it was decided that at some future time a letter should be written to local officers of the association.

The Committee on securing an Agent reported that Mr. John A. Lowe, Librarian at Williams College, appeared to be admirably qualified to fill the position, and that his experience in connection with the work of the College would give him unusual weight with high school teachers and other school authorities. It would, of course, be impossible to secure Mr. Lowe without a decided increase in the salary of Agent. Mr. Wellman was authorized to represent the Commission in an application to the Governor for an adequate salary.

Voted: To approve the "Union List of Current Periodical and Society Publications in the Libraries of Boston and

Vicinity," and authorize the Chairman to write a letter expressing such approval.

Voted: That it is desirable to bring the map of library buildings up to date and to send it to the Panama Exhibition if possible.

The matter was referred to the Chairman with power.

The Chairman reported that he had written a letter which had been read by Mr. Orr, of the Board of Education, at meetings of superintendents and high school teachers which have been held at the Normal Schools in different parts of the State. In this letter he offered the assistance of the Commission in school work and asked for co-operation and suggestions. Mr. Orr had read the letter at each meeting and had distributed circulars stating the various ways in which the superintendents and teachers could co-operate with the Commission. The Chairman had also written a letter to librarians asking aid on their part in these efforts to make the libraries more useful to the schools. It was

Voted: That the thanks of the Commission for his valuable co-operation be conveyed to Mr. Orr by the Chairman.

The report from the office was read. Books had been

sent to 30 libraries. Yearly subscriptions to four magazines had been ordered for 20 libraries. Books had been supplied to the tuberculosis sanatoriums at Rutland, North Reading and Lakeville. Miss Jones had visited the library at Avon. Miss O'Herron had visited Becket and catalogued the library at Granville Centre. Foreign travelling libraries had been sent to four towns and booklists to two libraries. Miss Campbell had spoken at Ipswich, Lawrence and North Abington.

Adjourned.

E. P. Sohier
Secretary.

January 14, 1915.

The Commission met at the State House.

Present.

Mr. Belden — Miss Bancroft
Mr. Wellman — Miss Sohier

The Committee on securing an Agent reported that they had seen Gov. Walsh, who stated that he would approve of the appointment of Mr. John Adams Lowe at a salary of $2,500, but that the approval of the salary by the Council would also be required.

It was voted to authorize the Chairman to engage Mr. Lowe as Agent for the term of five years at a salary of $2,500 per year subject to the approval of that salary by the Council.

The report for the Commission office was read and placed on file. There had been many requests for statistics as to circulation and salaries. Special tables had been made and sent in each case.

Adjourned.

E P Sohier
Secretary.

February 24, 1915.

The Commission met at the State House.

Present.

Mr. Belden Miss Sohier

Mr. Wellman

The Chairman reported that Mr. Lowe would be able to take the position of Agent on March 1st and that the Council had approved the salary of $2,500.

Mrs. Cole, one of the Advisory Visitors of the Commission, made an application on behalf of the Wenham library for the services of Miss Wiggin as supervising librarian in case the Commission should be able to arrange for her employment in that neighborhood. Miss Sohier believed that Beverly would be glad to join in such an arrangement and that Manchester and Hamilton might also be willing to employ Miss Wiggin, leaving a portion of her time for the benefit of the smaller towns. The Commission favored the employment of Miss Wiggin if her services could be secured and satisfactory arrangements could be made by Beverly and Wenham and one or more other towns. No formal action could be taken pending the passage of the bill authorizing such appointments.

The Chairman read a letter from Mr. Lewis on behalf

of the Western Massachusetts Library Club, which has made arrangements with Miss Wright for lessons in library work with schools, asking for financial assistance from the Commission. It was

Voted: To authorize the expenditure of a sum not exceeding $50 to be expended under the direction of Mr. Wellman.

Mr. Wellman suggested that the children's librarian of the Springfield library might be willing to give similar instruction, and he was requested to ascertain whether this would be possible.

At the request of Miss Ashley it was

Voted: To pay the tuition at Simmons of Miss Maud le Doux, a graduate of her training school and now an assistant at Athol.

The report from the office was read and placed on file.

It was

Voted: That the Chairman be authorized to deposit $50 with the Library of Congress, Card Section, the said sum to be applied toward the purchase of Library of Congress cards for books distributed by the Commission and for such libraries as the Commission may designate to receive the same.

Adjourned. E P. Sohier Secretary.

March 23, 1915.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes
Mr. Wellman Miss Sohier

The Chairman reported that Mr. Lowe had assumed the position of Agent on March 1st and had visited ten libraries, meeting with a most cordial reception from trustees as well as librarians. At Swampscott and Berkley new library buildings were under consideration and he had rendered valuable assistance.

With the co-operation and at the expense of the Old South Association arrangements had been made for lectures in Italian during April. Mr. Pecorini had been engaged to speak twice each week in libraries, the arrangements being under the direction of Miss Campbell. On other days Mr. Pecorini will speak at the Old South and at factories and other places.

The report of the office and field work was read and placed on file.

Mr. Lowe was present during part of the meeting and gave an interesting account of his field work.

Adjourned. Elisabeth P. Sohier
Secretary.

April 15, 1915.

The Commission met at the State House.

Present.

Mr. Belden — Mr. Howes
Mr. Wellman — Miss Bancroft
Miss Sohier

The Chairman reported that the bill authorizing the Commission to examine and appoint supervising librarians and other library workers had become a law. The necessary examinations and rules were discussed, and Mr. Wellman and Miss Campbell were appointed to consider and report upon the form of examinations. It was

Voted: That the Chairman should have authority to act for the Commission in all examinations required before definite rules were established.

The report from the office was read and placed on file. Books had been sent to ten towns and Everybody's Encyclopedia to fifteen. Mr. Lowe had visited eleven libraries, had held a conference with the principal of the North Adams School, and had spoken at the Old Colony Library Club at Brockton. Foreign travelling libraries had been sent to fifteen libraries. A report was received from Mr. Lowe concerning the possibility of a supervising librarian for libraries near Springfield.

On motion of Mr. Wellman it was

Voted: That in the opinion of the Commission it is desirable that the Chairman be authorized to attend the Conference of the American Library Association and of the League of Library Commissioners at Berkeley, California, on June 3d, and that Mr. Wellman be requested to express to the Governor this opinion of the Commission and the reasons therefore.

A conference was held with representatives of the State Board of Education: Dr. Snedden, Mrs. Cabot and Mr. Fitzpatrick. Mr. Lowe and Miss Campbell were also present. The relations of libraries to the schools were considered and measures which could be taken to secure greater interest and efficiency in the co-operation desired by both boards.

Adjourned.

Elisabeth P. Sohier
Secretary.

May 12, 1915.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier
Mr. Howes

The report from the office was read. Books had been sent to 17 towns. Foreign libraries had been sent to 11 towns. Italian lectures had been given in 9 libraries, and Mr. Pecorini had spoken 18 times in 16 towns to about 2,800 people. His lectures were paid for by the Old South Association, but the work connected with them had been done chiefly by Miss Campbell and local librarians. Mr. Lowe had visited 9 libraries.

A circular letter had been sent to three trustees of every library calling attention to the report which had been sent to the library and offering personal copies if requested. A copy of the Commission booklet, stating what the Commission undertakes to do to assist libraries, was enclosed in each letter.

A letter from Dr. Snedden to the heads of normal schools was read. The letter was the result of the recent conference, and the Free Public Library Commission

will be given an opportunity to see the replies.

The Chase Library at West Harwich had requested aid. It is a private library, and some uncertainty existed as to its relations with the town library. The application was referred to the Chairman.

The Chairman reported that the Committee appointed on High Schools had decided to send a circular to Massachusetts libraries and asked whether the Commission would assume the expense. It was to be issued with the joint approval of the Board of Education and the Free Public Library Commission.

Voted: That the Chairman be authorized in his discretion to pay the expenses of such a circular.

Adjourned.

Elizabeth P. Sohier
Secretary.

June 29, 1915.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier

The report from the office was read. Collections of books had been sent to 34 libraries and Abbott's "Nations at war" to 94. Mr. Lowe had visited 28 libraries and had spoken at a meeting of the West Newbury Village Improvement Society.

The Chairman was authorized in his discretion to send books to Osterville and Centreville in consideration of the excellent work which is being done in those villages and their need of books for children.

The balances on hand were:

For expenses, $2,643.66
direct aid, 4,735.13

It was

Voted: To authorize the Chairman to print Miss Chandler's paper entitled "The country library versus the donor and the architect," with such additions as seemed expedient.

Voted: To authorize the Chairman to make payments

not exceeding $10 to the local clubs toward their expenses in consideration of the instruction and aid given to the librarians of small towns.

The Chairman reported that he had received a letter from Miss Wiggin expressing a willingness to undertake work for the Commission and Essex libraries as supervising librarian, but requesting that some definite arrangement be made by which she would be guaranteed $125 a month. Beverly and Wenham are prepared to pay for a portion of her time, and Manchester and Topsfield are already considering engaging her services. The richer libraries will be expected to pay their proportion of her salary, and in the poorer towns the expense would be borne wholly or in part by the Commission. It was

Voted: To authorize the Chairman to engage Miss Wiggin at a salary of $125 a month for ten months from Sept. 1st, 1915, to July 1st, 1916, the salary to be divided between libraries employing her and the Commission in such proportions as the Commission may decide.

Voted: To purchase 100 copies of the Map of Massachusetts library buildings for $20 and to author-

ize the Chairman to purchase an additional 100 copies at his discretion.

Adjourned.

E R Sohier
Secretary.

September 24, 1915.

The Commission met at the State House.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier

The report from the office was read. Books had been sent to eight towns. Mr. Lowe had visited 21 towns and Miss Jones 15. Twenty-five foreign travelling libraries had been sent out.

The Chairman read a letter from the publishers of "Public Libraries."

Voted: To authorize the Chairman in his discretion to subscribe for copies of "Public Libraries" to a number not exceeding 30.

The examination of librarians was discussed, and Mr. Wellman and Miss Campbell were requested to make a further report.

Miss Campbell and Miss Jones were present during part of the meeting.

It was

Voted: That the Chairman be authorized to pay to the Massachusetts Library Club the sum of $50 in payment for aid to small libraries in the distribution of

the Club bulletins and publication of Commission news; the sum of $50 to the Western Massachusetts Library Club in payment for expenses toward instructing school classes in the use of the library and reference books; and such sums not exceeding $10 each to the smaller library clubs as he may decide in payment for expenses incurred and services rendered by the clubs to the small libraries of the State.

Voted: That the next meeting of the Commission should be held at Northfield in connection with the meeting of the Massachusetts Library Club on October 21st.

Adjourned.

Elisabeth P Sohier
Secretary.

October 20, 1915.

The Commission met at Northfield in connection with the meeting of the Massachusetts Library Club.

Present.

Mr. Belden Miss Bancroft
Mr. Wellman Miss Sohier

The report from the office was read. Books had been sent to nine libraries. Foreign travelling libraries had been sent to twelve libraries. Mr. Lowe had visited twelve libraries and spoken at the Bay Path Library Club at Leominster and conducted a round table at Oak Bluffs.

The Chairman reported that in accordance with the vote at the last meeting $50 had been sent to the Massachusetts Library Club, $50 to the Western Massachusetts Library Club, and $10 each to the Bay Path, Southern Worcester, Old Colony and Cape Cod Library Clubs in part payment of their expenses for the benefit of small libraries. No payment had been made as yet this year to the Berkshire Library Club.

West Newbury had applied for assistance in cataloguing and arranging its library. The town was making great efforts to improve its library and hoped

it could be aided.

Voted: That the Chairman be authorized to grant such aid to West Newbury as he may find advisable.

Adjourned.

E R Sohier
Secretary.

November 22, 1915.

The Commission met at the State House.

Present.

Mr. Belden Mr. Howes
Mr. Wellman Miss Sohier

The report from the office was read. Books had been sent to 13 towns, and eight foreign travelling libraries had been loaned. Mr. Lowe had visited 11 libraries and had spoken at the meetings of the Southern Worcester Club and a local group at Wayland. Miss Jones had spent two days at Ashburnham and two at Petersham. Miss Tillinghast had given demonstrations at four libraries.

A number of appeals for children's books had been received from outlying villages in towns with a valuation much above $1,000,000. The needs of these villages were often greater than in the small towns, and help at the outset often had resulted in the formation of small local libraries which had later received appropriations or other aid from the town. It was Voted: To ask the Woman's Education Association whether it would be possible for them to supply a few inexpensive libraries of children's books to meet such

demands.

The annual report was read and accepted, and the Chairman was authorized to add statistics and other appendices and to append the names of the members of the Commission.

Mr. Wellman reported rules for the examination of librarians and library workers paid wholly or in part from the treasury of the Commonwealth and for librarians seeking the recommendation of the Commission for positions in Massachusetts libraries. The report was accepted.

Adjourned.

E. P. Sohier
Secretary.

December 27, 1915.

The Commission met at the State House.

Present.

Mr. Belden
Mr. Howes
Miss Bancroft
Miss Sohier

The report from the office was read. Books had been sent to four libraries. Fourteen unmounted library maps had been sent by request to high and normal schools. Nine foreign travelling libraries had been sent to eight libraries. Miss Campbell had spoken at the Women's Club in Concord.

With the co-operation of the Old South Association, which met all the expenses, Mr. Pecorini had given 13 lectures in Italian, the largest attendance being at North Adams. Letters had been received from librarians expressing high appreciation of the lectures. The Old South Association has been so well satisfied with the results of these lectures that it has voted $500 for lectures in other languages, and arrangements are being made to secure lectures in Polish and modern Greek.

The Chairman reported that 12 mending kits had been ordered by the Newton Free Library

after a bookmending demonstration.

The Chairman reported that the annual report was in the hands of the printer December 13th and the appendices earlier.

The Chairman and Mr. Howes were appointed a committee to confer with Mr. Lowe and advise as to surveys of libraries which are made at the request of trustees.

Adjourned.

Elisabeth P. Sohier
Secretary.